



# Osaka YMCA International School Strategic Plan 2016-2019



| Action Item  | Objective   | Action   | Timeline   | Persons                                 |
|--|---|--|--|---|
| <b>HUMAN RESOURCES</b>   | <b>Create and Maintain Professional Development Opportunities</b> | Whole staff on-site professional development   | Annually   | Curriculum coordinator<br><br>Principal |
|  |   | LASW meetings  | Bi-Monthly   |   |
|  |   | Shared PD presentations and demo slams   | Recurring  |   |
|  |   | Orientation Training   | Annually   |   |
|  |   | PD availability throughout the year  | Recurring  |   |
|  |   | Annual Earcos Conference   | Annually   |   |
|  |   | PD policy Review   | Annually   |   |
|  |   | Implementation of a model for teacher evaluation based on Danielson/Teachers setting smart goals | From Sept 2016   |   |
|  |   | Encourage the creation of teacher professional portfolios  | From Sept 2016   |   |
|  | <b>Create and Review Policies and Procedures</b>                  | Review and share contracts and related procedures  | July 2017  |   |
|  |   | Review and share teacher and student handbooks   | July 2017  |   |
|  |   | Review and share all staff Roles and Responsibilities  | From Sept 2016   |   |
|  |   |  | Enhance the awareness of the Governing Board Members of their role within the school and the community | From Sept 2016                          |
| Promote the student scholarship programme                        |   |  | Recurring  | Director of operations                  |
| Seek out new opportunities to develop partnerships/ sponsorships |   |  | Recurring  |   |



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|   |  |  |   |           |
|---|--|--|---|-----------|
| <b>MARKETING/<br/>IMAGE</b>                           | <b>Build Relationships with former, current and potential stakeholders</b> | Promote Saturday School and Intensive Courses  | Annually  | Principal |
|   |  | Update homepage, and the OYIS presence on social media   | Recurring   |           |
|   |  | Form an alumni group   | July 2017   |           |
|   |  | Encourage parental involvement in school events  | Recurring   |           |
|   |  | Maintain an outreach programme with the local and wider community                                    | Recurring   |           |
|   |  | Source and show appreciation for volunteers in the school community                                  | Recurring   |           |
|   |  | Maintain a strong relationship with PTA  | From Sept 2016  |           |
|   | <b>Value/Enhance Employee competitiveness</b>                              | Offer a locally competitive and attractive salary and benefits package                               | Annually  |           |
|   |  | Retain quality teachers through the creation of incentives   | Annually  |           |
|   | <b>Build and Share a clear OYIS Identity and Culture</b>                   | Carry out targeted advertising campaigns   | Recurring   |           |
|   |  | Develop specific annual events as marketing opportunities  | Annually  |           |
|   |  | Clearly communicate the OYIS core beliefs, strategic plan and curricular programmes to the community | Recurring   |           |
|   |  | <b>Enhance the Admission Retention Process</b>   | Explore timeline possibilities for admissions acceptance. |           |
| Involve more teacher' input in the admissions process |  |  | Review Sept 2016  |           |
| Revise the probation and observation period           |  |  | Review Sept 2016  |           |
| <b>Create/Extend Avenue for</b>                       |  | Initiate an Ambassador program   | Review Sept 2016  | Principal |
|   |  | Teacher-led, Student-run yearbook and newsletter clubs   | Review Sept 2016  | All Staff |



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| <b>Student Support</b>                                      | Student Voice  | Create stronger service learning opportunities               | Review Sept 2016   |                        |                  |                        |
|   | <b>Child Safety Initiative</b>   | Create a Child Protection Policy including related documents | From Sept 2016   |                        |                  |                        |
|   |  | Create stronger restorative practice community/culture       | Recurring  |                        |                  |                        |
|   |  | TELL or Child rights whole-staff education training          | Review Sept 2016   |                        |                  |                        |
|   |  | Enhance attendance process                                   | From Sept 2016   |                        |                  |                        |
|   |  | Create a Student Behavior Policy                             | From Sept 2016   |                        |                  |                        |
|   |  | <b>Identify and Address Student Needs</b>                    | Initiate a gifted and talented program   |                        | Review Sept 2016 |                        |
|   | Enhance recess program to address more diverse activities for students |  | Review Sept 2016   |                        |                  |                        |
|   | Employ or create a solid connection with student counselor.            |  | Review Sept 2016   |                        |                  |                        |
|   | Create a SEN policy including related documents                        |  | From Sept 2016   |                        |                  |                        |
|   | Update SEN flowchart to reflect current procedure and SEN policy       |  | Review Sept 2016   |                        |                  |                        |
|   |  | <b>Curriculum Review and Analysis</b>                        | Analyze student data   |                        | Recurring        | Curriculum coordinator |
|   |  |  | Review and support the implementation of current programs via the lens of teaching and learning. |                        | From Sept 2016   | Principal              |
|   |  | JHS program development                                      | Provide the junior high school program with direction, clarity and resource commitment.          |                        | From Sept 2016   |                        |
|   |  |  | Extend the ratio of students to devices in the school.   |                        | Recurring        | IT Director            |
| Maintaining hardware inventory and migrating server online. |  |  | Recurring  | Curriculum coordinator |                  |                        |



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| <b>Curriculum</b>                            | <b>Technology Integration And Resources</b> | Review LMC and IT Resource plans  | Annually   | Director of operation  |
|  |   | Develop and design the library media centre (texts and computer based)                                    | Recurring  | Principal              |
|  |   | Expand a centralized resource bank of professional books to support teaching and learning.                | Recurring  | Librarian              |
|  | <b>Teaching and Learning</b>                | Cognitive coaching program  | From Sept 2016   | Curriculum coordinator |
|  |   | Collecting student data   | Recurring  | Principal              |
|  |   | Integration of Learner Profile into all aspects of teaching and learning.                                 | Recurring  |                        |
|  |   | Reviewing and implement assessment tools and reporting methods.   | Recurring  |                        |
|  |   | Reviewing and implement differentiation practices.  | Recurring  |                        |
|  |   | Administrative weekly classroom observations.   | From Sept 2016   |                        |
|  |   | Review and implement the IB PYP standards and practices.  | Recurring  |                        |
|  |   | Implement the revamped schedule to allow for more collaboration.  | From Sept 2016   |                        |
|  |   | Provide better support for the expanding Japanese language program to meet the needs of student learning. | From Sept 2016   |                        |
|  | <b>Accreditation</b>                        | <b>WASC/PYP</b>   | Consolidate and prioritize initiatives within the strategic and action plans at a pace so that each action to be understood, implemented and sustained | From Sept 2016         |
| Consolidation of the accreditation processes |   |   | From Sept 2016   | WASC Coordinator       |
| <b>Administration</b>                        |   | Tangible outcomes from the successful implementation of the strategic plan                                | From Sept 2016   |                        |