



2018 – 2021

# YANGON ACADEMY INTERNATIONAL SCHOOL



## **Vision**

Yangon Academy empowers each student to reach his or her full potential.

## **Mission**

Yangon Academy is a dynamic international school that provides a challenging K-12, American-based education which prepares our students for excellence in university and life. Our community inspires students to love learning and to contribute positively within a diverse and ever-changing world.

## **Schoolwide Learning Outcomes:**

1. Effective Communicators
2. Creative and Critical Thinkers
3. Healthy Individuals
4. Collaborative Team Players
5. Responsible Global Citizens
6. Lovers of Learning

## STRATEGIC ACTION PLAN

For

## SCHOOL IMPROVEMENT



# STRATEGIC ACTION PLAN FOR IMPROVEMENT INTRODUCTION

In the ongoing effort to realize our Vision and Mission, as expressed by our Schoolwide Learning Outcomes (SLOs), Yangon Academy International School and its stakeholders have collaborated over the course of 12-months to develop this Strategic Action Plan for School Improvement. The resulting Five Goals and accompanying Twelve Tasks\* outlined within this document were driven by an essential question:

*How can the School better meet the 21<sup>st</sup> Century global-learning needs of its students, within a healthy and safe school culture?*

To answer this question, the School community reflected methodically and deeply upon its SLOs, collected and analyzed varied forms of data, sought targeted input from all stakeholders, and learned from other experts in the field of international schooling. This document, therefore, with its focus on measurable goals and data-driven decisions, should be viewed not only as a road map for our school's renewal and improvement, but also as a beacon of inspiration for all stakeholders, symbolizing our unity, collaboration, and commitment in the constant pursuit of promoting in all students the development of healthy habits and the achievement of academic excellence.

\*In order for a specific task to be included in this Strategic Action Plan for School Improvement, it must meet all five of the following criteria:

*Each task must:*

1. Contribute to the comprehensive learning, development, safety, and well-being needs of students.
2. Be preceded by, and/or accompanied by appropriate Professional Development.
3. Be communicated to all stakeholders.
4. Include a plan to evaluate its effectiveness, post-implementation.
5. Have sufficient resources available and ample time allocated for effective implementation.

**Goal 1:** Improve **Communication** Among Stakeholders.

**Rationale:** *To achieve our Vision, Mission, and Schoolwide Learning Outcomes, we need to be respectful of our Myanmar stakeholders, to include parents and staff. This respect will be reflected in varied modes of communication.*

**SLOs Addressed:** Effective Communicators

| TASK   | Timeline           |
|--|--------------------|
| <b>1.1: Translate various documents into host language</b>                         |                    |
| A. Identify key documents to be translated, including Handbooks and Policy guides. | Annually in July   |
| B. Revisions each Spring.  | Annually in May    |
| <b>1.2: Continue to support Parent Advisory Committee (PAC)</b>                    |                    |
| A. Selection of Parent Representatives.  | Annually in August |
| B. Communication of Agendas and Minutes.   | Quarterly          |
| C. Revise PAC Agreements and Handbook.   | August 2019        |

**Goal 2:** Develop Systems to Support and Enhance **Student Learning.**

**Rationale:** *From the Focus Group findings, YAIS needs to develop and establish the following Schoolwide Initiatives: Comprehensive Instructional Policies and Practices that are aligned to our Schoolwide Learning Outcomes; a more technologically-sound learning environment; and, additional support for K– 12 ELL learners.*

**SLOs Addressed:** Collaborative Team Players, Effective Communicators, & Lovers of Learning

| TASK  | Timeline                       |
|---|--------------------------------|
| <b>2.1: Establish Assessment and Grading Policies for both Elementary and Secondary Sections</b>                          |                                |
| A. Identify different types of assessment and grading policies.   | May 2019                       |
| B. Seek consensus on assessment philosophy and contentious grading issues.  | October 2018 – April 2020      |
| C. Write and publish an Assessment and Grading Policy Handbook.   | April 2020                     |
| <b>2.2: Provide technologically-sound learning environment to promote ICT skills for students</b>                         |                                |
| A. Establish ICT stakeholder team for further development of multi-phased ICT Master Plan.                                | April 2019                     |
| <b>B. Phase 1:</b><br>i) Increase bandwidth and corresponding speed for both campuses.<br>ii) Enhanced ICT tools.         | May 2019<br><br>Annually       |
| <b>C. Phase 2:</b><br>i) New Computer Lab at Elementary School.<br>ii) 2 <sup>nd</sup> Computer Lab at Elementary School. | August 2019<br><br>August 2020 |
| <b>2.3: Identify and implement additional support for ELL Program from K-12</b>   |                                |
| A. Construct an ELL framework.  | June 2019                      |
| B. Identify personnel and roles.  | October 2019                   |
| C. Identify other resources.  | February 2020                  |
| D. Staff training identified.   | August 2020 – May 2021         |

**Goal 3:** Improve and refine best **Instructional Practices** to reflect a **Globally-minded Curriculum**.

**Rationale:** *In order to develop further the Global Competencies of our students, there is a need to develop consensus on best Instructional Practices, to align the K-12 Curriculum, and to expand and refine the Professional Development Program.*

**SLOs Addressed:** Lovers of Learning, Collaborative Team Players, & Critical and Creative Thinkers

| TASK  | Timeline                |
|---|-------------------------|
| <b>3.1: Establish Instructional Practice Agreements</b>   |                         |
| A. Identify examples of Instructional Practice agreements.  | April 2019              |
| B. Develop consensus on these agreements.   | May 2019                |
| C. Write and publish the agreements in various school documents.                                  | May - June 2019         |
| <b>3.2: Develop vertical and horizontal curricular alignment across all grade levels</b>          |                         |
| A. Complete curricular alignment grids corresponding with <i>UbD</i> units.                       | August 2019             |
| B. Grade and subject-level teams analyze the grids for gaps and overlaps.                         | August 2019 – May 2020  |
| C. Review Academic Course Curriculum and publish revisions.                                       | June to August Annually |
| <b>3.3: Expand Current Professional Development Plan</b>  |                         |
| A. Review current PD document and criteria, and investigate alternative PD models.                | May 2019                |
| B. Check for alignment to school vision, mission, SLOs, and school initiatives.                   | August 2019             |
| C. Identify ongoing & necessary training.   | Annually in May         |
| D. Develop an evaluation process for understanding the impact of PD training on student learning. | Annually in August      |
| E. Write a Professional Development Handbook.   | August 2019             |

**GOAL 4:** Improve the **Student Experience** to promote and to ensure the Emotional, Intellectual, and Physical well-being of all students.

**Rationale:** *The School Climate Survey results point to the need to further develop programs in both the Elementary and Secondary sections that address the health and safety needs of our students.*

**SLOs Addressed:** Responsible Global Citizens, Effective Communicators, and Healthy Individuals

| TASK  | Timeline                          |
|---|-----------------------------------|
| <b>4.1: Expand and Formalize the K-12 Health &amp; Wellness Program</b>   |                                   |
| A. Hire a counselor with socio-emotional training and experience.   | August 2019                       |
| B. Identify examples of Advisory/PSHE programs.   | May 2019 - August 2020            |
| C. Develop K-12 advisory program.   | August 2019 – June 2020           |
| D. Increase resources to expand development of Student Health & Wellness Program.   | August 2019<br>Annually in August |
| <b>4.2: In conjunction with the Facilities-Development Plan (See Goal 5), develop comprehensive policies and protocols to ensure the Health, Safety, and Security of all stakeholders. Such policies and protocols will meet the best practices as set by Accreditation Agencies for International Schools.</b> |                                   |
| A. Identify / Produce Child Protection policies.  | February 2019                     |
| B. Establish Child Protection Team & appoint Child Protection Officer.  | April 2019                        |
| C. Develop Safety and Security Manual.  | Ongoing                           |

**Goal 5:** Establish and implement **Facility-Development Plans** to meet the comprehensive needs of all stakeholders.

**Rationale:** *In light of an expanding enrollment, stakeholder feedback, and the WASC Visiting Committee's 2017 Report, substantial progress in Facility-Development continues to be made.*

**SLOs Addressed:** All SLO's.

| TASK   | Timeline         |
|--|------------------|
| <b>5.1: Continue to develop multi-phased Facility Development Plan that reflects the Learning, Health, and Safety needs of all stakeholders.</b> |                  |
| <b>A. Phase 1 – Remodel of existing ES Building and Construction of new connected building</b>   |                  |
| i) Complete construction of a new 5 story building connected to the existing Elementary building.  | August 2019      |
| ii) Continued remodel of existing Elementary building.   | August 2020      |
| <b>B. Phase 2 – Construction of Additional Building and Gym remodel at ES campus</b>   |                  |
| i) Communicate the new developments to all Stakeholders.   | April 2019       |
| ii) Complete architectural plans.  | June 2019        |
| iii) Construction started.   | July 2019        |
| iv) Renovation of multi-purpose court structure and addition of a 2 <sup>nd</sup> floor.   | August 2020      |
| <b>5.2 : Review of future facility needs</b>   |                  |
| A. An annual review of facility needs required for next academic year.   | Annually in June |