



Osaka YMCA International School Strategic Plan 2017-2020



Action Item	Objective	Action	Timeline	Persons
HUMAN RESOURCES	Create and Maintain Professional Development Opportunities	Orientation Training	Annually	Administration
		Look At Student Work (LASW) meetings	Monthly	Curriculum Coordinators
		Shared professional development (PD) presentations and demo slams	Recurring	
		PD availability throughout the year		
		PD policy Review	From Sept 2017	Principal
		Implementation of a model for teacher evaluation		
		Creation of teacher professional portfolios	From Sept 2017	
	Create and Review Policies and Procedures	Create contract related procedures and timelines	From Sept 2017	Director of Operations
		Review and share teacher and student handbooks		Principal
		Review and share all staff Roles and Responsibilities		
		Create performance management and conflict resolution procedures		



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MARKETING/ IMAGE	Build Relationships with former, current and potential stakeholders	Maintain an outreach programme with the local and wider community	Recurring	Administration
		Educate governing board members of their role within the school community		
		Seek out new opportunities to develop partnerships/sponsorships		Director of Operations
		Update homepage, and the OYIS presence on social media	Recurring	ICT Director
		Encourage parental involvement in school events		
		Source and show appreciation for volunteers in the school community		Principal
		Maintain a strong relationship with parent-teacher association (PTA)		
	Value/Enhance Employee competitiveness	Recruit teachers via employment incentives	Annually	Administration
		Retain quality teachers through the creation of incentives		
	Build and Share a clear OYIS Identity and Culture	Carry out targeted advertising campaigns	Recurring	Business Manager
Develop specific annual events as marketing opportunities		Annually		
Clearly communicate the OYIS core beliefs, strategic plan, curricular programmes and policies to the community		Recurring	Principal	



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Student Support	Enhance the Admission Retention Process	Review and revise admissions procedures with a focus on being both efficient and effective	From June 2017	Admissions Coordinator
		Pilot new applicant screening	From July 2017	Director of Operations
		Develop more rigorous policy, observation protocol and outcomes for new student probation period	From Sept 2017	Principal
	Create/Extend Avenue for Student Voice	Initiate an ambassador program	Review Sept 2017	Vice-Principal
		Create stronger service learning opportunities	From Sept 2017	Curriculum Coordinators
	Child Safety Initiative	Create a Child Protection Policy including related documents	From Sept 2017	Ed. Leadership, Administration
		Create a Student Behavior Policy		
		Create nurturing and community building culture	Recurring	
		TELL or Child rights whole-staff education training	Review Sept 2017	
	Identify and Address Student Needs	Enhance recess program to address more diverse activities for students	Review Sept 2017	Ed. Leadership, Administration
		Employ or create a solid connection with student counselor.		
		Create a special education needs (SEN) policy including related documents	From Sept 2017	
		Update SEN flowchart to reflect current procedure and SEN policy	Review Sept 2017	



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Curriculum	Curriculum Review and Analysis	Organize student data	Recurring	Curriculum Coordinators
		Review and support the implementation of current programs via the lens of teaching and learning.		
	JHS program development	Provide the junior high school program with direction, clarity and resource commitment.	Recurring	Ed. Leadership, Administration
	Technology Integration And Resources	Develop a pedagogically sound plan to extend the ratio of students to devices in the school and implement the plan	Review Sept 2017	Director of operation
		Review Literacy Media Center (LMC) and IT Resource plans	Annually	IT Director Librarian
		Maintaining hardware inventory and migrating server online.	Recurring	IT Director
		Develop and design the library media centre (texts and computer based)		Librarian
		Expand a centralize professional books to support teaching and learning		Curriculum Coordinators
	Teaching and Learning	Integration of Learner Profile and positive school culture into all aspects of teaching and learning	Recurring	Ed. Leadership, Curriculum Coordinators
		Reviewing and implement assessment tools and reporting methods		
		Reviewing and implement differentiation practices		
		Review and implement the IB PYP standards and practices		
		Continue to support the Japanese language program		
		Administrative classroom observation	From Sept 2017	Administration



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Accreditation	WASC/PYP	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 2017	WASC Coordinator Administration
		Consolidation of the accreditation processes	From Sept 2017	
	Administration	Tangible outcomes from the successful implementation of the strategic plan	From Sept 2017	