

The Redeemer International School Thailand
 Three Year Action Plan
 Revised: March 3, 2005

Year One: 2003/2004

Goal: To develop a collegial culture by involving various stakeholders in systematically evaluating the total operations, curriculum, personnel resources and facilities for the purpose of school accreditation.						
Objectives	Time Line	Tasks	Professional Development	Responsibility	Checkpoint/ Completion	Evidence
1. Caring Environment To foster a caring environment that reflects the school's purpose	October	Inform stakeholders about the school's philosophy, mission, and the Expected School wide Learning Results.	N/A	Headmaster Principal	November and April; ongoing	2. Minutes of meetings 3. Newsletters
2. Decision-Making To promote ownership in a caring environment	August -May	Propose, review, and adopt policies related to admissions, placement, transfer of students.	N/A	Headmaster Principal	November and April	2. Policies
3. Curriculum and Instruction To enhance student learning	August -May	Develop and implement a process for evaluating the effectiveness of the curricular program that includes collaborative common writing assessment.	<ul style="list-style-type: none"> Collaborative assessment processes 	Principal Asst. Principal Dept. Heads	November and April	<ul style="list-style-type: none"> Common Writing Assessment Curriculum maps, unit plans
4. Staff Development To improve student learning	April -May	Implement a process of peer observation in order to document and assess the effectiveness of instruction	<ul style="list-style-type: none"> Collaboration 	Principal	April/May	<ul style="list-style-type: none"> Peer observations
5. Tracking Student Progress To measure and monitor student progress	December- February	Collect achievement data from norm- and criterion-referenced assessments.	<ul style="list-style-type: none"> Norm- vs. Criterion-referenced assessment 	Principal Asst. Principal Psychologist	May	2. TOEFL 3. Stanford English Language Proficiency Test 4. Common Writing Assessment
6. Resources and Facilities To facilitate effective utilization of resources	January -May	Plan for, implement, and assess the integration of Information Technology (IT) into the curriculum. Use A+ Odyssey to enter student data and select frameworks for reporting student progress and achievement.	<ul style="list-style-type: none"> Training in A+ Odyssey 	Principal Asst. Principal Technology Coordinator Odyssey Coordinator	May	<ul style="list-style-type: none"> Student report cards

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Objectives	Time Line	Tasks	Professional Development	Responsibility	Checkpoint/Completion	Evidence
1. Caring Environment 1.1 To promote the development of positive attitudes that enhance caring, compassion, empathy, citizenship, and enhanced communication.	August- May	1.1.1 Enhance communication skills and build relationships within the school and between RIS and RIST	<ul style="list-style-type: none"> Negotiating conflict & Building relationships in the workplace Interdisciplinary unit planning 	<ul style="list-style-type: none"> School Manager Headmaster Principal Dir. Of Pupil Services Curriculum Coordinator Technology Coordinator Activities Coordinator Department Heads 	November and April; ongoing	<ul style="list-style-type: none"> Minutes of meetings Newsletters Unit Plans
		1.1.2 Develop interdisciplinary curriculum units that also include Technology and which seek to enhance understanding within and across cultures and language groups; e.g. UNESCO Peace Project				
1.2 To foster relationships with students that meet their emotional and social needs.	August -May	1.2.1 To establish a Parent-Teacher Auxiliary	N/A	<ul style="list-style-type: none"> Headmaster Principal Psychologist 	November and April	<ul style="list-style-type: none"> Stakeholder satisfaction
		1.2.2 To engage a part-time school psychologist				
2. Decision-Making 2.1 To develop processes that ensures equitable access to resources and facilities for all students	August- October	2.1.1 Develop departmental action plans to empower and engage teachers	N/A	<ul style="list-style-type: none"> Headmaster Principal Dept. Heads 	November and April	<ul style="list-style-type: none"> Language policy Minutes of meetings
		2.1.2 Develop, review, and adopt a school wide language policy.				
3. Curriculum and Instruction 3.1 To enhance student learning by promoting a process for developing new curriculum	October	3.1.1 Develop and incorporate a system for collaborative planning and assessment.	<ul style="list-style-type: none"> Authentic Assessment 	<ul style="list-style-type: none"> Principal Curriculum Coordinator Dept. Heads 	November and April	<ul style="list-style-type: none"> Curriculum handbook Curriculum maps Unit Plans
		3.1.2 Address real-world problems, issues, and concerns by designing instructional units that are relevant to students' lives.				
		3.1.3 Utilize Common Writing Assessment achievement results to improve program effectiveness and the quality of instruction in reading and writing.				
		3.1.4 Use Atlas curriculum mapping software to align and articulate curriculum				
4. Staff Development 4.1 To improve student learning through relevant staff development that is tied to individual, departmental, and school-wide goals	December	4.1.1 Develop a staff development plan to support instruction and make plans to assess the effectiveness of staff development at the school.	<ul style="list-style-type: none"> ESLM (mandatory) Workshops Study groups 	<ul style="list-style-type: none"> Principal Curriculum Coordinator 	November and April	<ul style="list-style-type: none"> Staff development plan Evaluation criteria Professional portfolio Peer observation
5. Tracking Student Progress 5.1 To track student growth and development linguistically and conceptually in the content areas	December and May	5.1.1 Develop, review, and implement a standards-based reporting system using A+ Odyssey	<ul style="list-style-type: none"> Collaborative assessment Qualitative Reading Inventory Odyssey training 	<ul style="list-style-type: none"> Principal Curriculum Coordinator Psychologist 	November and April	<ul style="list-style-type: none"> Curriculum Maps Unit Plans Lesson Plans
		5.1.2 Continue tracking student achievement through the administering of standardized achievement tests, e.g. TOEFL, Iowa, Stanford English Language Proficiency				
6. Resources and Facilities 6.1 To facilitate utilization of resources that effectively ensures equitable access to resources and facilities for all students to instill in them a life long love of learning and acceptance of social responsibility.	August- May	6.1.1 Develop co- and extra- curricular programs that also include a community outreach program to develop character and community awareness.	<ul style="list-style-type: none"> Training in Atlas software Standards-based assessment Examining student work 	<ul style="list-style-type: none"> Principal Psychologist Activities Coordinator 	November and April	<ul style="list-style-type: none"> Student reports Co- and extra-curricular activities
		6.1.2 Develop resource planning and allocation process and procedures that are based on student achievement data and a needs analysis				

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Objectives	Time Line	Tasks	Professional Development	Responsibility	Checkpoint/Completion	Evidence
1. Caring Environment 1.1 To promote the development of positive attitudes that enhance caring, compassion, empathy, citizenship, and enhanced communication.	August- May	1.1.1 Use PTA and Student Council to ensure parent, student, and community involvement.	<ul style="list-style-type: none"> Negotiating conflict & Building relationships in the workplace Interdisciplinary unit planning 	<ul style="list-style-type: none"> School Manager Headmaster Principal Dir. Of Pupil Services Assistant Principal Technology Coordinator Activities Coordinator Department Heads 	November and April; ongoing	<ul style="list-style-type: none"> Minutes of meetings Newsletters Unit Plans
		2.1.2 Extend community service to include grades 5, 6, 7				
2. Decision-Making 2.1 To develop processes that ensures equitable access to resources and facilities for all students	August- October	2.1.1 Continue to communicate and promote understanding and commitment to the language policy	N/A	<ul style="list-style-type: none"> Headmaster Principal Dept. Heads 	November and April	<ul style="list-style-type: none"> Language policy Minutes of meetings
		2.1.2 Extend community service to include grades 5, 6, 7				
3. Curriculum and Instruction 3.1 To enhance student learning by promoting a process for developing new curriculum	October	3.1.1 Continue collaborative planning and assessment	<ul style="list-style-type: none"> Authentic Assessment 	<ul style="list-style-type: none"> Principal Curriculum Coordinator Dept. Heads 	November and April	<ul style="list-style-type: none"> Curriculum handbook Curriculum maps Unit Plans
		3.1.2 Develop a common schedule to allow RIST students to take high level courses at RIS				
		3.1.3 Analyze use of texts and teaching materials to see whether they are aligned with curriculum maps and unit plans				
4. Staff Development 4.1 To improve student learning through relevant staff development that is tied to individual, departmental, and school-wide goals	December	4.1.1 Continue to work towards establishing a learning community	<ul style="list-style-type: none"> Examining student work Workshops Study groups Peer observation 	<ul style="list-style-type: none"> Principal Asst. Principal 	November and April	<ul style="list-style-type: none"> Staff development plan Evaluation criteria Professional portfolio Peer observation
		4.1.2 Collect data on student achievement to assess the effectiveness of staff development				
		4.1.3 Help teacher to use local resources to increase the number of classes participating in School Without Walls.				
5. Tracking Student Progress 5.1 To track student growth and development linguistically and conceptually in the content areas	December and May	5.1.1 Continue to follow up on student performance within RIST and at RIS	<ul style="list-style-type: none"> Examining student work 	<ul style="list-style-type: none"> Principal Asst. Principal Odyssey Coordinator 	November and April	<ul style="list-style-type: none"> Curriculum Maps Unit Plans Lesson Plans
		5.1.2 Develop guidance activities to assist students to bridge the transitions between elementary school and middle school and between middle school and high school.				
6. Resources and Facilities 6.1 To facilitate utilization of resources that effectively ensures equitable access to resources and facilities for all students to instill in them a life long love of learning and acceptance of social responsibility.	August- May	6.1.1 Create an adequate budget for at least two educational field trips at each grade level		<ul style="list-style-type: none"> Principal Activities Coordinator 	November and April	<ul style="list-style-type: none"> Student reports Co- and extra-curricular activities
		6.1.2 Coordinate with the Sports Director of RIS to make arrangements for RIST students to benefit from RIS after school programs				
				<ul style="list-style-type: none"> Principal Psychologist Activities Coordinator 		