

Strategic Plan Development + AdvancED Quality Standards of Accreditation = School Improvement

2008-2010 - Phases and Timelines

What is the purpose of the SP Development?

- To establish the right direction and priorities (goals) and to assess, design and create objectives, strategies, performing indicators/measures and results -in an iterative process.
- To establish the baseline for an ongoing monitoring and financial evaluation
- To promote active participation and right relationships with the school-wide community.
- To actively review/ratify the school's Vision and Mission statements.
- To ensure consistency with the seven AdvancEd Standards.
- To periodically review the plan, adjust and adapt it according to new realities - living document.

In order to understand the rationale and process of accreditation by AdvancEd, please find attached the AdvancED Standards.

Phases	Resources required	Responsible/ Approval	When need to be done	Status as of May 2009
Phase 1. Planning the Process	Formation of the Strategic Plan Board Committee	The Board	Dec. 9, 2008	The Board Strategic Planning Committee was formed with four members of the Board and two members of the school's administration: The Director and the Curriculum Facilitator.
	Action Plan: process, timeline, resources.	Strategic Planning Committee	Jan. 2009	The Work-Plan was developed and approved by the Board by March 2009.
Phase 2. Identifying the positive core, main issues that affect the school, and priorities / Strategic Goals	- Information gathering. - Review mission, vision and beliefs. - Identify key external and internal issues that affect the school.	Strategic Planning Committee	April, 2009	An ongoing analysis was made during the Board and Committee meetings addressing key issues. Further analysis will be made on ongoing basis by the "CSIC" during the next school year 2009-2010.
	- Invite all stakeholders to participate in this analysis using "Appreciative Inquiry".	Strategic Planning Committee	April, 2009	Strategic Planning Summit: "Coming Together Targeting Success" was conducted on April 18 th and 19 th with the participation of: Students; Parents; Administrators; Faculty and Board members (past and present).
	- Identify potential skilful members –seek commitment- to be part of next-year's <i>Continuous School Improvement Committee (CSIC)</i> .			
	- Establish priorities and identified <i>Design Targets</i>	Strategic Planning Committee	April – May 2009	7 <i>Design Targets</i> were identified from the outcome of the Strategic Planning Summit which will constitute the framework for next year's design of the Strategic Plan.
	- Board and Director review and approval of <i>Design Targets</i>		May 5, 2009	Unanimously approved by the Board.
	- Celebrate and communicate the <i>Design Targets</i> with the school community	Board and Administration share results at General Assembly	May 19 th 2009	General Assembly

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Phase 3. Analysis and Strategic Options	Selection of the Board- link who will work with the Director to form –and be part of- the <i>Continuous School Improvement Committee (CSIC)</i> The CSIC will be formed by inviting knowledgeable and creative representatives from all stakeholders: Board, Administration, Faculty, Students and Parents. The Director will be ultimately the responsible for the process to be accomplished.	Board	August 8 th 2009	
	- Review and validate –or not- the <i>Eight Design Targets</i> to clearly identify the <i>Strategic Goals</i> and analyze how the school will meet each of them. Reality check. - Review the seven quality standards of the AdvancED	CSIC	August, 2009	
	-Identify tools and resources the school has and/or will need to accomplish effectively and efficiently the identified <i>Strategic Goals</i> .	CSIC	September, 2009	
	-Define <i>Results</i> expected.	CSIC	September 2009	
	- In depth analysis to identify the <i>Objectives, Strategies</i> and <i>Performance-measures</i> to accomplish the stated <i>Strategic Goals</i> and expected <i>Results</i> .	CSIC	September 2009	
	Report Progress to the Board	CSIC Chair and Director	September and October Board Meetings 2009	
	Phase 4. The Strategic Plan	Writing the Colegio Maya Strategic Plan = <i>Targeting Success Plan</i> summarizing and synthesizing key decisions made during the process.	CSIC	By Mid October 2009
General Community review and feedback		CSIC	End of October 2009	
Approval of the Strategic Plan by the Board		Board	November 2009	
Phase 5. Celebration!	Launching and celebrating the <i>Targeting Success Plan</i>	Board and Director	December's Board meeting & Posting on the website and around the school	

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<u>Phase 6.</u> Implementing the Targeting Success Plan	Developing action plans and more detailed yearly operational plans detailing: - Responsibilities, expected Results as well as Accountability. -Set timelines -Monitoring and Evaluation Strategy/Implementation of the Targeting Success Plan.	CSIC and Director	By Dec. 1 st 2009	
<u>Phase 7.</u> Ongoing evaluation of the Strategic Plan	Ongoing review and adjusting of the plan. Report to the Board about its implementation	CSIC CSIC Chair and Director	2010-2012 Board Meetings	