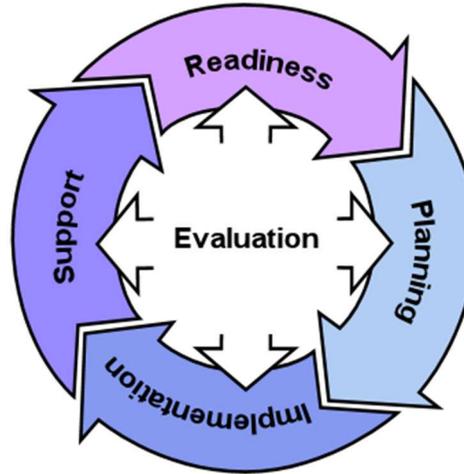




**Universal Civilizations Academy School**

# **SCHOOL IMPROVEMENT PLAN**

**2016-2019**



## SCHOOL IMPROVEMENT PLAN

**Name of School: Universal Civilizations Academy School**

**Year: 2016-2019**

**Goal:** To improve and increase our academic and reliability to ensure that each and every student ( Pre –K through 12<sup>th</sup> Grade) has the opportunity to achieve, success, improve their results and be well prepared for future leaders.

**Description of school:** Universal Civilizations Academy **School** provides an education choice to any Grade (Pre- K -12<sup>th</sup> Grade ) for students in Kuwait. The Kuwaiti community cherishes its children, and UCA is the daily expression of that care. We share a vision of our school where every child can succeed. This vision includes making our school so enticing that students want to attend every day, where they find a safe, orderly, and culturally diverse environment for learning that nurtures and strengthens the whole child. UCA includes staff members working hand-in-hand with teachers and administrators to meet the needs of every child. Parents choose to send their children to UCA and we welcome the participation of our families. We believe in open and honest communication with families. We recognize that students succeed because families, schools, and community members work together. Board members are appointed through a process that includes the local Board, an application and interview process, and final approval by Director. A complete analysis can be found on the website:

[www.uca.edu.kw](http://www.uca.edu.kw)

**Description of Enrolment Procedure:** Prior to a student’s enrolment, an UCA Administrator meets with the student and, usually a parent, to review information about the student’s prior schooling. The students is then required to complete an Assessment test in English and Math .After the successful completion of these tests he/she is enrolled. Both potential student and parent are required to sign various registration documents to acknowledge understanding and agreement.

**Standardized Assessment:**

- Standardized Test from book resources
- Map Test (adopted in academic year 2014)

**Other Assessments:**

- Monthly Quizzes, Mid Terms and final records for academic development
- Monthly checklist for behavioral development
- Computerized student records accessible by authorized staff.
- Diagnostic test at the beginning of the year to set our progress plans for high achieves and low achieves

**Goal: To increase our potentials and reliability to ensure that each and every student (pre-K through 12<sup>th</sup> grade) has the opportunity to achieve success, improve their results and be well prepared to be tomorrow’s leaders.**

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| <p><b><u>Objectives:</u> Continual learning improves the quality of life. We will make sure that:</b></p> <ul style="list-style-type: none"> <li>- All students will meet or exceed district standards of performance.</li> <li>- Each student will achieve his/her personal academic goal.</li> <li>- All students will be socially responsible.</li> </ul> | <p><b>Person(s)<br/>Accountable</b></p> | <p><b><u>Timeline</u></b></p> |                            | <p><b>Resources</b></p> | <p><b>Professional Development</b></p> |
|  |   | <p><b>Start<br/>Date</b></p>  | <p><b>End<br/>Date</b></p> |                         |  |

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| <p>-Integrate the use of technology to achieve the goal and objectives of the school.</p> <p>- Establish, in partnership with our community, a system of learning through community service that assists students in performance of the service.</p> <p>- Structure learning environments and use effective instructional strategies that will help each student meet standards of performance and challenge each to excel.</p> <p>- Develop an environment at each school that fosters a spirited and enthusiastically involved community of learners.</p> <p>- Ensure the well being and capacity of our staff to achieve our goal.</p> | <p>teachers and administrative</p> <p>teachers and administrative</p> <p>All Staff</p> <p>All Staff</p> | <p>Sept.</p> <p>Sept.</p> <p>Sept.</p> <p>Sept.</p> | <p>Dec.</p> <p>June</p> <p>June</p> <p>Aug.</p> | <p>Staff</p> <p>Staff</p> <p>Staff and the school administrative</p> <p>-The school Administrative.</p> | <p>-Educators, parents, students, and community members share the responsibility for education; individuals are responsible for their own learning</p> <p>Workshop, seminars . (the school helps the teachers in the payment)</p> <p>-Administrators and teachers join national and international educational and administrative conferences</p> <p>-Develop the means to effectively communicate with each other.</p> <p>1. Create an efficient and effective internal communication system.</p> |
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| <p><b>Strategy I: Communication/Public Engagement</b></p>      | <p>All Staff</p>          | <p>Sept.</p> | <p>June.</p> | <p>Teachers<br/>MOE</p>   | <p>Establish standards of performance for each identified academic area at each appropriate benchmark; we will also develop appropriate means for assessing student performance.</p>  |
| <p><b>Strategy II: Standards and Assessment</b></p>            | <p>Classroom Teachers</p> | <p>Sept</p>  | <p>June</p>  | <p>Diagnostic<br/>Formative<br/>Summative<br/>Authentic</p>                                 | <p>-<br/>-<br/>-Establish meaningful partnerships with parents, business, Institutions of Higher Education, and community agencies to help accomplish our mission and objectives</p>  |
| <p><b>Strategy III: Partnerships -- Community, Parents</b></p> | <p>All Staff</p>          | <p>Sept</p>  | <p>June</p>  | <p>Community<br/>Parents<br/>Teachers<br/>Staff<br/>Finance(cultural exchange programs)</p> | <p>1. Ensure that all students meet the Standards in the Information Technology Standards.<br/>2. Provide leadership, technical support, and training to manage the network and to implement an organized plan of action for the integration of technology in the School.</p> |

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| <p><b>Strategy IV: Technology</b></p>       | <p>IT Teachers</p>                             | <p>Sept</p> | <p>June</p> | <p>Workshops<br/>Conferences<br/>Traveling<br/>Professional training</p>         | <p>Establish, in partnership with our community, a system for learning through Community Service that assists students in the performance of the service.</p> <ol style="list-style-type: none"> <li>1. Implement the school community service program K-5.</li> <li>2. Each student grades 6, 7, and 8 will participate in at least one community service experience yearly that meets the school guidelines.</li> <li>3. Implement the school community service program grades 9- 12</li> </ol>   |
| <p><b>Strategy V: Community Service</b></p> | <p>The Community<br/>Parents<br/>All Staff</p> | <p>Sept</p> | <p>Aug.</p> | <p>Staff<br/>Guidance<br/>Release Time<br/>In-service-time<br/>Level meeting</p> | <p>Staff development, professional goal setting, supervision, and evaluation will directly reflect the assessed needs of the learners assigned to each professional.</p> <ol style="list-style-type: none"> <li>1. Each building will continue to offer a variety of learning environments and promote new initiatives to meet students' needs. These might include, but are not limited to self-contained classrooms; two, three or four teacher teams; looping teams; multi-age teams; interdisciplinary teams; alternative learning settings.</li> <li>2. Ensure that our learning environments reflect current best practices by</li> </ol> |

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| <p><b>Strategy VI: Learning Environments/Instruction Structure</b><br/> <b>learning environments and use effective instructional strategies that will help each student meet standards of performance and challenge each to excel.</b></p> | <p>Classroom teachers<br/> Staff<br/> Principles</p> | <p>Sept.</p> | <p>Aug.</p> | <p>Teachers<br/> Policy<br/> Staff<br/> Conferences</p> | <p>maintaining and further developing our relationship with institutions of higher education.</p> <p>3. Provide training and on-going dedicated time for teachers to review their students' assessment results and devise instructional strategies that address areas of need.</p> <p>4. Design and implement a structure for linking high school students to staff in a way which, is on-going, personalized, supportive and engenders success.</p> <p>Develop an environment at each school that fosters a spirited and enthusiastically involved community of learners.</p> <p>1. Establish a professional development focus on the necessity of social and emotional learning to ensure academic success.</p> <p>2. Provide multiple opportunities for students to participate in and influence their school culture in a positive way.</p> <p>3. Provide opportunities for each student to develop authentic, supportive relationships with adults in the school or community.</p> |
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| <p><b>Strategy VII: Spirit/School Climate &amp; Diversity</b></p> | <p>Classroom teachers</p>   | <p>Sept.</p> | <p>Aug.</p> | <p>Workshops<br/>Video Conferences<br/>Staff<br/>Cultural exchange programs<br/>Teachers</p> | <p>Ensure the well being and capacity of our staff to achieve our mission.</p> <p>“The foundation of a professional organization is respect. When individuals within an organization are respected they do their jobs well which benefits the entire organization.</p> <p>Organizations foster respect for the individual when they ...”</p> |
| <p><b>Strategy VIII: Capacity Building</b></p>                    | <p>Principles<br/>Staff</p> | <p>Sept.</p> | <p>Aug.</p> | <p>Staff<br/>Administrative<br/>Teachers</p>   | <p>1. Function with an awareness of the value and limitations of time.</p> <p>2. Provide relevant training for all staff.</p> <p>3. Foster trusting and nurturing relationships.</p>   |