





# STARTING AND MANAGING A SCHOOL

Create a world-class international school that prepares students to be thoughtful, global leaders.

Whether you need assistance starting a school from the ground up, or with the many ongoing aspects of school management, ISS's proven approach for over six decades can help your campus flourish. As a nonprofit organization supporting 500+ international schools a year, we are pleased to work with educators, philanthropists, private investors and investor groups, public and privately-held corporations, government leaders, other nonprofit organizations, and a myriad of entities who share the desire to create world-class international schools.

We're ready to support your school startup and management needs today. Contact our team at **SchoolStartup@ISS.edu** 

### 筹建和管理学校

创办世界一流的国际学校 培养学生成为富有洞见的全球领导者

凭借六十多年的全球成功经验,ISS可以协助您解决首次办学以及在学校管理过程中遇到的各种疑难,助力贵校事业顺畅发展。ISS为全球首家非营利国际学校发展机构,每年为超过500所国际学校提供教育管理服务及支持。ISS与有共同愿景的教育工作者、慈善家、私人投资者、投资者团体、公共及私营企业、政府领导人、其他非营利组织和众多实体合作,打造世界一流的国际学校。

我们随时为您办学的各种需求提供支持。欢迎通过 SchoolStartup@ISS.edu联系我们的团队。





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#### SCHOOL STARTUP BY THE NUMBERS·办学数据



Started more than **110+** international schools 全球创办国际学校超过 110所



Nearly **20 schools** currently owned/operated 目前旗下签约国际学校 20多所



Saves an average of **25-50%** off retail for school supplies 学校用品采购平均节约 成本25-50%



Works with the IB curriculum, AP curriculum, and other international curricula 与IB国际文凭课程、AP课程 以及其他国际课程组织合作



Largest, most active nonprofit organization in starting and managing schools 全球规模最大最活跃的非营利国际办学组织

校长或学校重要领导层

Assists with recruitment of

signed

为1年半至2年

50,000+ international educators

全球招聘50,000多名国际教育工作者

Typical project takes 18-24 months

to start a school, once contract is

签订办学协议后, 办学筹备期通常

100% of ISS Senior Leadership

Executives are former Heads of

Schools or international School

ISS资深校监全部曾担任国际学校

#### **ABOUT ISS**

As a nonprofit organization, International Schools Services (ISS) works with more than 500 international schools and thousands of educators each year across its suite of services, creating the largest global footprint in international education support. Since its inception in 1955, ISS has launched and managed more than 110 international schools; supported approximately 50,000 job-seeking educators; developed ground-breaking learning programs, such as the World Language Initiative and LEVEL 5 Creativity & Innovation Hubs; processed about 15,000 school supply orders annually; and provided accounting and nonprofit board management for over 75 schools. With its headquarters in Princeton, NJ, USA and locations in China and Bahrain, ISS currently owns or operates about 20 international schools around the world and promotes innovative best practices for global education through its core services that include: founding and managing student-centered, future-oriented schools; recruiting world-class educators; providing cutting-edge professional learning opportunities; sourcing essential school supplies; and administering school foundations.

#### 关于ISS

ISS每年与全球超过500所国际学校及数千名国际教育工作者合作,为学校提供 因地制宜的个性化国际办学服务,是目前全球规模最大的国际学校发展及管理 服务机构,足迹遍布全球。自1955年成立至今,ISS在全球开办国际学校超过 110所,招聘国际师资逾5万人次,独立开发世界语言课程、创办LEVEL 5国际创 客中心等前瞻性教育项目。同时,ISS为全球国际学校提供教学物资采购服务,每年完成采购订单超过1.5万宗;并为75所学校提供财务及非营利学校董事会管理服务。ISS全球总部位于美国新泽西州普林斯顿,同时在中国深圳及巴林分别设有ISS亚太区及中东地区管理分部,共同管理旗下20多 所声誉卓著的国际学校。ISS通过六十年全球办学经验及创新教育实践,为全球学校提供世界一流办学标准及服务,通过系统性办学服务,从学校创办、学校监管、全球师资招聘、国际教师培训、全球教学用品采购、学校基金管理等方面,为学校提供国际最高标准的全套体系化办学服务,与您一起,打造以学生为中心、面向未来的世界级国际学校。



Visit us at ISS.edu 更多详情请登陆 ISS.edu

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Making a world of difference

成就未来,世界因你而不同



### ISS SCHOOL STARTUP AND MANAGEMENT ISS 办学与管理

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#### STEPS TO A SUCCESSFUL SCHOOL

Develop your school's strongest path to achieving and maintaining accreditation, and to commanding an outstanding reputation for excellence. When you work with ISS, we deliver your vision through three key phases, customizing the approach and implementation to best meet your needs.

### 办学流程

为学校获取国际认证资质铺就成功路径,打造学校卓越声誉。与ISS合作,通过三大步骤实现学校愿景,根据学校所在地域,因地制宜打造匹配课程方案,真正满足当地需求。

#### PHASE 1: Planning and Development 第1阶段: 规划阶段

To create a customized plan for starting your school, we first research to understand the project goals, anticipated student population, local factors, and more. During this project phase, we work with you regarding your feasibility study results, funding plan, expected financial outcomes, stakeholder needs, site visits, education plan, and other considerations.

We'll also identify your ISS Senior Leadership Executive (SLE), who will guide the entire project and eventually coach your head of school and advise your board. All SLEs are experienced former school leaders with extensive experience in school governance, teaching, recruitment, accreditation, finances, and facilities.

ISS团队将首先针对项目展开调研——确定办学目标、当地生源及其他相关情况。第一阶段工作为项目可行性调研、确定办学资金来源、预期财务成果、利益相关者需求、实地考察、课程体系选择等。综合以上信息,提供定制办学方案。

ISS为每个签约学校指定资深校监进行全程办学指导。校监将亲自参从立项到项目实施的全过程,为校长提供支持及专业指导,为董事会提供建议。ISS校监均为具有丰富海外教育及管理实践经验的资深人士,均曾担任过校长及学校重要管理层职位,在学校治理、教学、招聘、国际认证、财务和教学设施发展方面拥有丰富的经验。

## PHASE 2: Executing the Action Plan 阶段2: 方案执行阶段

This second phase addresses major action steps needed to open your school. We begin with a site evaluation and campus planning, then move to vet architectural plans aligned with modern-day learning environments. The process ensures we guide governance structure, school policies, and procedures and other important tasks. The ISS team will help you create a customized teaching and learning plan that is fully aligned with accreditation requirements.

You will leverage ISS's full family of services to support your school life; our teams are ready to help you conduct a head of school search, procure high-quality school supplies, and help you recruit certified teachers to lead your classrooms.

We can help you set up accounting protocols, payroll or a US incorporated nonprofit 501(c)(3) entity for your school. Through Phase 2, we will crystallize key decisions, identify potential pitfalls, and offer recommendations to keep your project on time and on budget.

第二阶段工作为开学前主要事项计划落实。如办学场地评估和校园规划,审查建筑规划是否符合现代化教学要求。此阶段重点工作为确保学校在监管结构、学校制度、流程及其它重要方面得到充分妥善的指引及落实。ISS专家团队会协助您制订符合国际认证机构标准要求的因地制宜的办学计划。

ISS为您提供系统服务方案解决您在办学中重要事项——如全球校长招募全球教学用品采购、国际师资招聘及背景调查等。

ISS还可以帮贵校建立会计制度、发放工资或者注册成为符合美国501(c)(3)标准的非营利性实体。通过第二阶段工作,我们将明确关键决策,识别潜在隐患并提供建议,以便项目在原定预算下按时完成。

## PHASE 3: Managing School and Secure Accreditation - 第3阶段: 学校管理和获取认证



Once an international school is opened, the school must mature and grow through an interconnected set of activities and oversight. ISS supports you with leadership and supervision, accounting and financial activities, recruitment and professional development, procurement, child protection policies, operations management, curriculum development, accreditation, and quality assurance.

ISS's protocols and best-practice methodologies set the pace for continuous improvement to help you maintain accreditation and remain best-in-class. Our deep bench of seasoned school leaders can immediately guide you through any situation.

正式开学后,新学校须通过开展一系列计划中的教学组织活动、落实相关管理措施以保障学校稳步发展。ISS将在领导力和监管、会计及财务、招聘和教师发展、采购、儿童保护制度、运营管理、课程研发、国际认证和教学质量保证方面提供专业指引,为学校保驾护航。

ISS提供的办学指引和最佳教学实践法为学校持续发展奠定良好基础。辅助 贵校通过并长期保持国际认证资质、成就一流名校声誉。ISS资深国际教育 专家可以随时为您解答疑难、提供可靠指导。

#### MAJOR ACTION STEPS·重点工作



#### CUSTOMER CORNER · 客户感言

Begin Staff Recruitment

国际教师及本地员工招聘

"ISS has a set model for school start-ups, yet it also knows to take into consideration the special needs of specific regions...ISS is quick to share their resources and help new schools establish proper network systems so that the schools are well supported with their curriculum and administrative needs. ISS gives the owner/Board of Directors a lot of support in seeking out a competent Head of School and continues to support him/her with ethical and professional guidance, as well as the recruitment of professional teachers and administrators.

Your school opens!

学校开学

They gave us great assistance for recruitment and on constructing policies that protected our income and against unnecessary spending. ISS was able to give us sound advice so that our growth and development were based on what was feasible for DAIS. [...] They were always sensitive to our individual needs and consulted us based on our set of circumstances and timing.

-Lisa Liang, founder and CEO of Dalian American International School (DAIS) and the Huamei Academy in Dalian

"ISS拥有全套体系化办学模式,同时会考虑特定地域的特殊办学需求。ISS 回馈及时、善于整合分享全球教育资源、协助新学校建立并有效利用ISS 全球学校网络的内部资源,为学校课程及行政运营提供良好支持。ISS为校方及董事会提供专业办学支持、全球招募最佳校长人选及高素质国际教育专家,并为相关人员提供持续的职业培训及专业发展机会。

在招聘方面、在制定保护收入和减少不必要开支的政策方面,ISS为我们提供了巨大的帮助。ISS能够根据我校实际情况,给出准确务实的可行性建议。而且ISS总能细心关注到我们的个性化需求并能根据学校所处实际情况及时机提供建设性的指导和建议。

-吴采瑜,大连美国国际学校(DAIS)和大连华美学校创始人兼首席执行官