Making a World of Difference
# CONTENTS

- ACHIEVE: The International Opportunity ........................................ 3
- MEET: About ISS ............................................................................. 6
- PARTICIPATE: ISS Services ............................................................... 11
  - Starting a School ........................................................................ 12
  - Managing a School ...................................................................... 17
  - Supplying a School ...................................................................... 21
  - Staffing a School .......................................................................... 25
  - Recruiting a School Leader .......................................................... 30
  - Streamlining Accounting and Financial Functions ....................... 33
- LEAD: ISS Professional Development ............................................... 38
  - LEVEL 5 ....................................................................................... 40
  - Curriculum Development ............................................................. 41
  - Women's Initiative ........................................................................ 42
  - Diversity Collaborative ............................................................... 43
  - Child Protection ............................................................................ 44
  - Thought Leadership ...................................................................... 45
  - Community Building .................................................................... 46
- ENGAGE: Meet the Team ................................................................. 47
- PARTNER: How to Get Started ...................................................... 52

All student images in this presentation are photos taken at ISS schools and events.
An increasing number of families around the world want their children to receive quality, English-medium education, following a curriculum and gaining qualifications that provide a reliable pathway to Western university and career opportunities...

That is why the K-12 English-medium international schools market is expanding at such pace.

— Nicholas Brummit, Chairman of International School Consultancy
OPPORTUNITY

According to ISG research, there is dramatic growth anticipated for K-12 English medium international schools worldwide, with international schools expected to generate nearly $80 billion (USD) in annual tuition fee income by 2026.

The demand for international teachers will nearly triple from 2012-2016 and is forecasted to reach a staggering 868,000 by 2026.

To keep up with the steep growth of schools and demand for quality teachers, there will be an acute need for tools, resources, and support for this growing market.
International Schools Services (ISS) was founded in 1955 by Arthur Sweetser. During his career as a US Government emissary, Sweetser championed global collaboration and peace by supporting the formation of both the League of Nations and the United Nations.

With his vision of a more connected world, Sweetser held international education in high esteem. He was a seminal figure in the growth and development of international schools, helping to found The International School of Geneva, the United Nations International School (UNIS), the International Baccalaureate (IB) and International Schools Services (ISS).

"You are working for all the ends that make life worthwhile on this planet – for peace, for the eradication of war, for human advancement, for human rights and decencies, for better living standards, better education, better travel and communications – in short, for the world as it ought to be."

-- Arthur Sweetser in his last address to the UN
For over six decades, ISS has met the diverse needs of international schools, including:
- Founding and managing student-centered, future-oriented schools
- Recruiting world-class educators
- Providing cutting-edge professional learning opportunities
- Sourcing essential school supplies
- Streamlining accounting and financial functions.

Today, ISS is at the forefront of innovation, committed to creating world-class schools that educate students to be thoughtful, imaginative global leaders. ISS schools embrace local cultures while showcasing the very best practices in modern education.
ABOUT ISS

KEY ACHIEVEMENTS

1st NON-PROFIT to place educators overseas

110+ SCHOOLS LAUNCHED AND MANAGED AROUND THE WORLD

60+ YEARS in operation

Work with 500 schools around the globe

approximately 50,000 educators placed in international schools

Founding Member International Task Force on Child Protection and ground-breaking learning programs such as the World Language Initiative and Level 5 Creativity & Innovation Hubs

nearly 15,000 school supply orders processed each year
Each year, ISS works with more than 500 international schools, across its suite of services, creating the largest global footprint in international education support.

ISS Provides Services for:

- Starting a School
- Managing a School
- Supplying a School
- Staffing a School
- Streamlining Accounting and Financial Functions
Create a world-class international school that prepares students to become thoughtful, imaginative global leaders.
Starting a school requires a deep understanding of what makes a successful international school. ISS’s customized approach allows you to address the specific needs of the school community and honor the local culture, while still incorporating the highest-quality, educational best practices.

ISS helps you to:
- Realize your vision to build a thriving, high-quality school—on time and on budget.
- Develop the strongest path to achieving and maintaining accreditation.
- Command an outstanding reputation for excellence.
ISS’s experience in school design ensures your facility’s **architectural plans** are optimized for an international style education and modern-day educational environments.

With experience in US-based, AP (Advanced Placement), IB (International Baccalaureate) and other international curricula, ISS can help you create a customized **teaching and learning plan** that is fully aligned with accreditation requirements.

ISS proactively considers the complex set of data points, processes and policies that each accrediting organization expects and requires to help you manage the ongoing development of your school, engage with your stakeholder community, avoid missteps, and achieve **accreditation efficiently**.

ISS’s **holistic, student-centric approach** focuses both on academic achievement and extra-curricular activities to ensure your students possess 21st century skills, are competitive for top universities around the world, and are committed to using their educations for public good.
ISS’s rigorous, data-driven “Vision and Feasibility Process” crystalizes key decision-points, potential pitfalls, and recommendations for you related to enrollment projections, staffing, facilities, budgets, timelines, curriculum and more—so you avoid costly, unintended consequences down the road.

Our multi-faceted approach to all aspects of school management, including governance, teaching and learning, and facilities gives you a cohesive plan to develop a well-respected, sustainable international school that achieves growing enrollments and teacher retention.
All projects include detailed analytics such as the charts shown here.

Net Income projections are data-driven, reflecting estimated demand, enrollment velocity, start-up and operational costs, market conditions and other insights.

In-depth, regional benchmark studies assess how competitive the prospective school will be on key decision-factors (i.e. class size, student-staff ratios, tuition).
Effectively respond to the real-life situations that occur during school operations and develop a world-class school.
From the moment a school opens, it requires experienced, professional management to solidify accreditation status, stay current with leading education principles and address the needs of your student body and larger community of stakeholders.

ISS offers full **turn-key management** as well as **specific services** so you can choose the level of support that best meets your needs.
ISS’s deep bench of seasoned school leaders means you have access to an experienced network of experts who can immediately guide you through any situation, ranging from classic school-related issues, delicate stakeholder relations, finances and even more serious crisis management.

The presence of ISS’s management program provides critical continuity during school leadership transitions to help ensure momentum at your school.

As your school matures, ISS’s protocols and best-practice methodologies set the pace for critical quality assurance and continuous improvement activities to help you remain best-in-class.
In addition to working with a vast number of international schools around the world, ISS directly operates and/or owns nearly 20 distinguished international schools and is currently partnering with additional, emerging schools.

ISS schools have a proven track record in producing well-prepared students who are accepted at top universities around the world. Students at ISS schools typically outperform both local and worldwide comparative benchmarks on standardized tests and are primed to make important contributions in whatever fields or careers they select.
SUPPLYING A SCHOOL

Increase the happiness-factor of every school supply order by reducing costs and headaches, while sourcing high-quality supplies.
From desks to dictionaries, schools need a lot of different supplies and equipment. ISS manages nearly 15,000 school supply orders across the globe annually, logging more than 1,000,000 transportation miles each year, while navigating about 100 local customs agencies and documentation requirements, to ensure teachers and students can receive their valuable school supplies for each academic year.

ISS helps you:
• Get access to world-class school supplies, while making the most of your purchasing budget.
• Count on hassle-free delivery, from around the globe, with the confidence your shipment arrives safely, just as expected.
• Harness an entire global purchasing team, so your school staff can dramatically reduce purchasing and accounting workload.
ISS purchases from 1000+ of vendors around the world to give you **best-in-class** options.

Our comprehensive school supply and delivery program gives you **incredible buying power**, typically saving 25%-50% off retail while also avoiding common shipping and handling overcharges that can occur with individual ordering practices.

ISS provides transparent invoices, so you **always know** exactly the vendor discounts negotiated on your behalf, with **100% of the savings passed on to you**.

We pay the many, individual vendors invoices and deliver one itemized bill to you—**significantly reducing** the P.Os., accounts payable activities, wire transfers and currency conversions that your business office must manage.

ISS uses its specially-made planning tools to consolidate your shipments for the **fastest, most-economical delivery**, navigating complex customs requirements and paperwork. ISS’s unique systems and human-oversight allow you to know warehouse inventory, address potential vendor backorders and better ensure an accurate count when the delivery arrives.
Whether you are supplying a classroom of 25 or a student body of 2500, ISS can help you with all of your school supplies.

- Playground equipment
- Technology and digital equipment
- Musical instruments
- Sports equipment and uniforms
- Science laboratory equipment
- Textbooks
- Art supplies
- Furniture
- General stationery and supplies
- And more
Find the perfect-fit international teaching placements with the help of cutting-edge technology and people who care.
As the number of international schools grows, the demand for quality teachers will grow exponentially. ISS has a long-standing track record in global recruitment and is enthusiastically looking to the future. In conjunction with Schrole Group Ltd., ISS is launching ISS-Schrole Advantage for the 2018-19 recruitment season to create one of the largest, most dynamic ecosystems to bring the best international educators and schools together.

ISS-Schrole Advantage is a revolutionary change to global recruitment.

- As one of the largest ecosystems, ISS-Schrole introduces more schools and more candidates.
- With portals, job fairs, engaging apps and virtual events, schools and candidates will have an array of ways to interact to find the best matches.
- This new ecosystem combines powerful technology and personal service to deliver an optimal experience.
ISS and Schrole are widely recognized as leaders in the international education industry, together listing more than 5,000 teaching and leadership positions each year, helping you effectively and efficiently staff your school from a wide, qualified, network.

ISS-Schrole Advantage is designed to bring more schools and more candidates together to find the best fits through a comprehensive set of tools and services, including dashboards and search functionalities, engaging apps, job fairs, webinars, and virtual events.

The ISS-Schrole Advantage platform will feature cutting edge technology, smart search capabilities, and purpose-built dashboards to help you identify the best matches.

ISS-Schrole Advantage will also feature simple pricing for schools and candidates, so users will know upfront exactly what they will pay for the entire recruitment season.
Feel welcomed and get personal support from someone who knows your name. ISS staff considers ISS candidates part of the overall ISS community and family, so you always receive a response and feel valued throughout your entire career.

ISS opens doors for ISS candidates to all events and activities, so you never face the invitation-only barrier.

ISS staff and senior leaders are committed to you finding that best-fit job and are always willing to share personal experiences, help reduce worry, and give advice when you're deciding what to do.
KEY ACHIEVEMENTS

4,000 educator candidates active with the Global Recruitment Team

6 ISS-hosted recruiting events, including in-person job fairs around the world and online iFair®

90% of app users at the NYC IRC reported the app as helpful

45,776 messages sent across three recruiting events this year

2/3 ISS candidates who report getting a job got it through ISS

STAFFING A SCHOOL
Get access to a global network of candidates and find your next school leader through an insightful, tailor-made search.
ISS’s Administrative Search service helps you recruit and hire Heads of Schools, Principals and other Administrators.

ISS helps you:

• Find a leader that is custom-selected for your school, based on your school’s unique needs.

• Access a vast, global network of potential candidates.

• Experience a smooth, focused process that maximizes your stakeholder engagement and the quality of the candidate pool, while providing some turn-key ease.
ISS has conducted more than 750 administrative searches, across five continents, and has deep insights into the capabilities, interpersonal skills and cultural competencies needed to lead an international school.

ISS conducts a thoughtful SWOT analysis, intended to articulate a shared understanding of the core features of the School, the major challenges and opportunities that the incoming Head of School will face, and the key characteristics that the School community is looking for in the School’s next leader.

ISS carefully manages the full recruitment, screening and interviewing process to maximize engagement at pivotal points but relaxing the intensity of the overall process.

ISS staff are currently engaged in schools, giving us an advantage to get to know rising stars, non-traditional candidates, and a vast network of educational leaders throughout the world.
Steward a foundation and reduce the complexity of your international school’s non-profit accounting functions.
ISS helps you to:

- Operate all **global transactions with the ease** of US-centric accounting processes and management.
- Oversee critical capital projects and **safeguard** proper donation documentation.
- **Trim unnecessary expenditures** and enhance your school’s overall financial management.

Managing payroll, financial transactions and capital projects with a blend of local and global staff in an international school setting creates complexity and added bookkeeping. ISS’s trained accounting staff can alleviate local pressure while providing cost-effective, smooth processes and procedures and recommendations to maximize your overall budget.
ISS can conduct your entire payroll processing function, including safe and reliable, U.S. based Direct Deposit payroll processing, as well as local payments, reducing your bookkeeping time, as well as giving benefit options to US citizens for programs such as U.S. Social Security & Medicare, Unemployment Insurance and Workers Compensation.

ISS can globally execute your vendor payments, minimizing significant processing time by staff or local providers; and also conduct routine audit and monitoring functions, reviewing your accounts daily to keep information real time and helping to prevent fraudulent activities.

ISS can process and receipt all donations for your capital fundraising campaign, reducing paperwork and giving you assurance that you are in full regulatory compliance.

Through ISS’s scale, you get access to reduced fees, bundled pricing and improved technology, so your school eliminates individualized expenses that quickly add up.

ISS can correctly set up a US-incorporated non-profit 501(c)(3) entity for your school, help establish a nonprofit board, provide training on financial policies and procedures for board of directors, management and staff and offer financial planning to help your school achieve its goals.
Create efficient client governance structures, develop policies and ensure continuity during school leadership transitions.
The school leaders and Board of Directors play a critical role in a school’s success and relationship with the entire school community. ISS’s certified trainers offer governance seminars as well as services to support leadership transition and policy development through customized, interactive workshops.

ISS helps you to:

• Create **efficient** governance structures, including **clear roles and responsibilities** for fiduciary, strategic and generative roles
• Make a **smooth transition** into new administrations
• Understand **best practices** and develop **action plans** to adopt
• Develop **institutional policy**
• Enhance **school development** in areas such as long-term planning, fiscal policy, endowments, strategic planning, and more.
LEAD
ISS is non-profit, focused on helping international schools thrive. Our proceeds are used to advance global education through cutting edge professional learning initiatives.

ISS continues to innovate and to lead through its direct services, special programs and thought-leadership on the larger educational stage.
Spark learning innovation in your school with these creative events for leaders, educators and students.

LEVEL 5 offers:

- an eclectic range of professional learning opportunities and creative experiences aimed at scaling educational reform in schools
- an open, agile and modular learning space that is designed to promote creative, innovative and collaborative experiences.
- an opportunity for teachers to think differently through practical exploration, non-traditional space and structure, and contemporary pedagogies.

LEVEL 5, Shenzhen currently serves a multitude of schools and educators from across SE Asia.

LEVEL 5, Bahrain will be opening in 2019 and serving the wider region in The Gulf.
ISS offers expertise in the latest curriculum developments and educational advancements to inform research-based teaching and learning strategies.

ISS provides unique and customized advisory support for establishing and sustaining effective curriculums at a school, while building action plans and internal competencies.

ISS is dedicated to supporting professional development and contemporary learning practices throughout the international education community. We both create and curate meaningful research and dialogue and disseminate compelling content through:

- *Open Book*, online network
- Padlets, online learning and teaching resources
- Educator-focused social media forums
- Professional journals and articles
- Speaking engagements
The annual Mary Anne Haas Women’s Symposium helps advance women in leadership – as well as provide important role models to future generations of women leaders.

Since 2003, this ISS-led event brings together approximately two dozen women leaders from around the globe to meet, discuss the context for women leadership in international schools, network, and further their own professional development in a stimulating series of workshops and conversations. Participants of the symposium are not charged attendance or travel fees, thanks to the generosity of a grant from the Office of Overseas Schools at the US Department of State, as well as support from numerous other sponsors, participants’ expenses are partially subsidized.

Organizers and graduates of the program also host an annual Women’s Breakfast in conjunction with AAIE and present topical workshops at regional conferences to spread the impact of the Symposium.
The Diversity Collaborative is committed to creating a more inclusive and diverse environment among the leadership of the international school community.

This collaborative hopes to utilize the talents of leaders in education to create lasting changes in the way we engage, support and promote educators who encompass a broad range of identities. This diversity collaborative is still in its formative stages but is already showing much promise and generating considerable interest and support.

Currently the Diversity Collaborative has assembled and identified five strategic focus areas:

- Pipeline Development
- Conference and Trainings
- Mentoring and Sponsorship
- Data Gathering
- Best practices
ISS is a leader in efforts to prevent the sexual abuse of children in the International School Community and encourages all individuals to take an active role in child protection.

Our work is focused in three key areas:

Leadership
- ISS is a founding member of the International Task Force for Child Protection, along with CIS, COBIS, AISH, The US State Department, AAIE, ECIC and ICMEC
- ISS is collaborating with ICMEC to provide more training and awareness for educational professionals
- As a certified facilitator, ISS hosts Darkness to Light training sessions
- ISS can help schools develop and implement policy

Recruitment Practices
- All ISS Global Recruitment Staff receive child protection training
- ISS provides recruitment guidelines for schools related to child protection screening
- ISS facilitates and encourages police background checks for recruiting teachers

ISS Managed School
- ISS Managed Schools have adopted best practice child protection policies and procedures.
- Faculty at ISS Managed Schools receives regular training.
ISS staff continue to be at the forefront of international education through ISS publications, peer-reviewed journal articles, and conference workshops and presentations. Our goal is to promote innovation and best practices for global education.

Among other venues, ISS staff has appeared at AAIE, AISA, CEESA, EARCOS, ECIS, MAIS, NAIS, TABS, Tri-Assocation, and more.

Some recently published articles and presentations include:

“Solution Success on Innovative Environments”
“Learning Focused School Improvements: Global Approaches & Models that Work”
“Sustaining School Leaders: From the Pipeline through the Search Process and into the Profession”
“Five Ways for Heads of School to Save Money and Get Control of Their School Supply Process”
“Puzzles, Stories, & Show & Tell: Teaching Students the Language of Thinking”
“Making a World of Difference: A Framework for the Future”
“Six Ways To Spark Innovation In A Traditional School”
Since its inception, ISS has sought to foster a strong community among international educators across the globe. Most recently, ISS has used social media to co-create online communities within, among and beyond ISS schools and to de-privatize teacher practice. ISS has also forged strategic partnerships with forward-looking organizations to ensure that the school sectors continues to adapt, innovate and thrive as the world changes.

Some of ISS’s strategic partnerships and alliances include: Common Ground Collaborative, Schrole Group, TeachAway, AASSA, AAIE, School Specialty and more.

FOLLOW, SHARE, ENGAGE
InternationalSchoolsServices #issedu @ISSCommunity
ISS.edu • thelevel5.org
ISS Approach:

- Our data-driven, student-centric approach helps create vibrant schools that are able to deliver world-class education.

- We believe every school has a unique context requiring a tailored approach to services.

- We are experienced and comfortable working in complex and challenging situations.

- We are a “one-stop” source for all aspects of school start-up and management.
ISS Executives collectively have decades of experience leading international schools. They bring deep practical knowledge of all aspects of school management and educational best practices to ISS clients.

Liz Duffy
President

Dick Moore
Vice President, School-Start-Up & Management

Dale Cox
Vice President, Asia-Pacific

Beth Pfannl
Vice President, Administrative Searches

Dave Randall
Senior Leadership Executive, Governed Schools/ Administrative Searches

Liz became President of ISS in 2015 after serving for 12 years as Head Master of Lawrenceville, a premier US boarding school with students from 39 countries. She has spoken and written extensively on school leadership and educational trends, mentored many new heads and school leaders, and served on numerous foundation, non-profit and education boards.

Dick amassed 17 years of experience in international school administration before coming to ISS. His overseas career took him to Singapore, Pakistan, South Africa, India, and most recently southern China, as Director of Nansha College Preparatory Academy, an ISS-ULink joint venture boarding school for Chinese students.

Dale has nearly 40 years of experience in education, including as Head of Shkou International School, and Principal of the International School of Beijing. He is fluent in Mandarin and Cantonese, has presented and trained on many leadership and governance topics, and was vice president of the board of the Association of China and Mongolia International Schools.

Before joining ISS, Beth served as Head of the American Overseas School of Rome for 10 years and as a Principal there and in Paraguay. With more than 30 years of experience in international education, Beth was President of AAIE and has served on numerous other boards. She is fluent in Spanish, Italian and French.

Dave worked for over 40 years in overseas schools as a teacher, Principal, Finance Director and Head of School. He has lived in South America, Africa, the Middle East, East Asia, Southeast Asia, and South Asia and currently supports ISS’s Caribbean schools and head search department.

Plus, a cadre of veteran international school heads who serve as Senior Leadership Executives.
ISS has a team of seasoned and highly regarded professionals, including over 50 staff in ISS’s headquarters in Princeton, New Jersey with two additional offices in Shenzhen China. It also has LEVEL 5 Creativity and Innovation Hubs in Shenzhen and in Riffa Views, Bahrain. ISS senior staff have extensive experience in international education and advanced degrees and certifications in education, finance, accounting and technology.
The ISS Board of Directors includes a vast amount of educational and business experience.

Peter Vermeulen, Chair
Head of Human Resources WWCS/Ops, Amazon

Liz Duffy, President
President, ISS

Jerry Casarella, Board Member
Principal Architect, PSEG

Liz Dibble, Board Member
Chief Operating Officer, Carnegie Endowment for International Peace

Michael Hanewald, Board Member
History Teacher and International Program Coordinator, The Lawrenceville School

Craig S. Kramer, Board Member
Mental Health Ambassador, Global Corporate Affairs, Johnson & Johnson

Marcus Mabry, Board Member
Senior Director of Mobile Programming, CNN Digital

John McGrath, Board Member
Deputy CEO, National Association for College Admission Counseling (NACAC)

Arka Mukherjee, Board Member
CEO, Global IDs Inc.

John Taylor, Board Member
Former Chief Operating Officer, T.A.K. Petroleum

Anastasia Vrachnos, Board Member
Vice Provost for International Affairs and Operations, Princeton University

Pamela A. Ward, Board Member
Former Regional Officer, US Department of State’s Office of Overseas Schools

Cheryl Q. Xu, Board Member
Founder and Managing Director, Hope Center for National Health Studies
It is no surprise that ISS is a widely-respected leader in international education.

From our launch at a pivotal moment in history and with our powerful guiding mission, ISS has been a leader in the creation and continued growth and evolution of the international school sector over the past six decades. As a financially-savvy non-profit organization, we have continually reinvested our proceeds to drive excellence and expansion in international education.

With our significant experience and deep expertise, we are uniquely capable of establishing, developing and managing world-class international schools and providing the full range of services necessary for international schools to thrive financially and deliver an outstanding, 21st-century, global education to students.

For more information on how we can help, contact us at XXX.

Whether you are at the early due-diligence phase, plan to set up a new school, or desire to improve the operations and outcomes of an existing school, ISS can help you achieve your vision.
Thank you for *Making a World of Difference* with ISS!

ISS.edu
Cover: Cayman International School, Cayman Islands
Page 2: NCIC Immersion School, China
Page 3: Pasir Ridge Intercultural School, Indonesia
Page 6: Riffa Views International School, Bahrain
Page 8: Yangon International School, Myanmar
Page 11: LEVEL 5, Shenzhen, China
Page 12: Nansha College Preparatory Academy, China
Page 12: NCIC Immersion School, China
Page 13: Nansha College Preparatory Academy, China
Page 17: Thai Sikh International School, Thailand
Page 17: International School of Dongguan, China
Page 21: LEVEL 5, Shenzhen, China
Page 22: International School of Dongguan, China
Page 24: Riffa Views International School, Bahrain
Page 24: Nansha College Preparatory Academy, China
Page 25: International School of Dongguan, China
Page 31: Nansha College Preparatory Academy, China
Page 33: Yangon International School, Myanmar
Page 34: Vision International School, Qatar
Page 36: Nansha College Preparatory Academy, China
Page 37: Cayman International School, Cayman Islands
Page 38: LEVEL 5, Shenzhen, China
Page 39: International School of Dongguan, China
Page 40: LEVEL 5, Shenzhen, China
Page 41: Thai Sikh International School, Bangkok
Page 44: Nansha College Preparatory Academy, China
Page 47: Riffa Views International School, Bahrain
Page 48: Cayman International School, Cayman Islands
Page 52: International School of Dongguan, China
Page 54: LEVEL 5, Shenzhen, China