

An abstract graphic composed of overlapping, torn-edge paper shapes in various shades of blue, teal, and green, creating a textured, layered effect.

**iSS** INTERNATIONAL  
SCHOOLS SERVICES

Making a world of difference

Director  
**Dostyk American International School**  
*Atyrau, Kazakhstan*

**Deadline: Wednesday, May 1, 2019**

## Introduction



Dostyk American International School (DAIS) is a small but vibrant Pre-K to Grade 8 school in western Kazakhstan, serving Chevron families seconded to Tengizchevroil in Atyrau, Kazakhstan. With a small student-to-teacher ratio and in partnership with parents, the school motivates and inspires students to become well rounded, lifelong learners and positive contributors to a global society.

DAIS provides an enriched American curriculum with a global perspective. The school's teachers are creative and flexible professionals who work hard to provide an enriched learning environment, where technology is leveraged to enhance student learning and develop problem solving skills. The school facility is modern, resource-filled, and technologically advanced.

## Mission, Beliefs, & Results

### MISSION STATEMENT

Dostyk American International School, serving Chevron families seconded to Tengizchevroil in Atyrau, Kazakhstan, provides an enriched American curriculum with a global perspective. With a small student-to-teacher ratio and in partnership with parents, the school will motivate and inspire students to become:

- Academically Engaged
- Socially Responsible and Culturally Sensitive
- Personally Mindful

### AT DAIS WE BELIEVE IN:

#### Academic Excellence

A challenging academic program, based on American standards, that engages students in thinking and learning, to problem solve and to work both individually and collaboratively towards future personal fulfillment.

#### Sense of Self

A community atmosphere in which each student gains a sense of self; develops confidence, perseverance, leadership abilities, integrity, courage, the desire to be a lifelong learner, and the commitment to achieve personal excellence.



## Respect for All

A perspective that each individual is a person of worth.

## Family and Balance

An academic program that places value on the role of family in a child's social, emotional, and academic growth and promotes an appreciation for balance in one's life, both in and outside the classroom.

## Social Awareness

A view that looks beyond oneself to the needs of others. DAIS students demonstrate a caring attitude, are environmentally aware, and recognize the importance of community.



## ESSENTIAL SCHOOL WIDE LEARNING RESULTS (ESLRS)

When students leave our school, we expect them to be prepared for their next educational experience by being:

### 1. Academically Engaged

- Being effective thinkers and problem solvers.
- Being inquisitive, curious, and innovative.
- Being effective communicators.
- Being responsible, independent learners.

### 2. Socially responsible and culturally sensitive

- Demonstrates respect for cultural and individual differences.
- Demonstrates cooperative and collaborative behavior.
- Demonstrates a global perspective.
- Demonstrates environmental awareness and accountability

### 3. Personally mindful

- Being self-confident, open-minded, and adaptable.
- Being conscious and reflective of personal choices.
- Demonstrates growth toward a healthy lifestyle.
- Demonstrates honesty and integrity.



## The School

### OVERVIEW

Chevron (Tengizchevroil - TCO)) established Dostyk American International School, located within the Company's housing complex in September 2002. The school is solely owned by Chevron and the primary purpose of the school is to serve the expatriate children from families working for TCO. The school is managed by International Schools Services of Princeton, New Jersey and is accredited by the Middle States Association of Schools and Colleges headquartered in Pennsylvania.



Dostyk American International School is an American/International School as characterized by the Association for the Advancement of International Education with the following attributes:

- A strong identification with principles and practices of North American education, and the basic language of instruction is English.
- The course of study, as well as marking, grading and reporting procedures, facilitates student transfer back to school within North America or schools of similar type overseas.
- The curriculum is similar to that commonly found in the United States and like International Schools and generally meets the preparation requirements for Admission to North American colleges and universities.
- The student body is oriented towards programs commonly found in the United States including those of an extra-curricular nature. Other outstanding programs from English speaking countries that supplement U.S. programs are used.
- Program of studies include courses dealing with the history, culture and language of host country, in addition to those core programs that are clearly North American.

Dostyk American International School strives to maintain a learning environment that provides a highly-individualized program in most of the core subjects with students benefiting from an experienced faculty of international teachers. Please recognize that while Dostyk American International School is international, having children and teachers from many countries and cultures, its governance and influence is primarily American.



### HISTORY

Dostyk American International School opened its doors in 2002 with twenty-three students. DAIS currently provides schooling from Pre-K (4 years old) up to 8th grade to 110 students. Dostyk American International School (DAIS) is a unique place, located within a residential compound called Dostyk (Kazakh for "friendship") Village and situated along the banks of the Ural River, twenty miles north of the Caspian Sea, in the



heart of Atyrau, Kazakhstan. The school actively brings together students, teachers, parents, and community members. The school is often the focal point of the energy for our community and provides a rich and well-balanced American curriculum, as well as many extracurricular activities, that strive to inspire students and their families.

### ACCREDITATION, ASSOCIATIONS & MEMBERSHIPS

The U.S. Department of Education- describes approved accrediting organizations such as Middle States as a “reliable authority as to the quality of education.” Accreditation is an external, objective validation of school quality and student achievement that fosters continuous school improvement.

**2002** Dostyk American International School was founded for students from Preschool to Grade Eight.

**2002** TCO signed a contract with International School Services (ISS) to provide school management and assume the responsibilities of school operations.

**2003** The school received its first full accreditation from the Middle States Association of Schools and Colleges.

**2012** The school received its second accreditation from the Middle States Association of Schools and Colleges.

**2015** DAIS, having achieved the action plans laid out in its second accreditation designed three new action plans. The Middle States Association of Schools and Colleges approved these action plans.

**2016** DAIS completed their mid-term report for accreditation and were granted full accreditation until 2020.

Dostyk American International School is a member of both EARCOS & NESA.

### ACADEMIC CALENDAR

The school calendar and grade structure of classes is based on a North American model. The calendar follows a typical U.S. school calendar starting August and finishing in June. The calendar includes a 1 week fall break, 3+ week vacation in December / January and a Spring break holiday.

### TECHNOLOGY

Through an integrated approach to media and information literacy students learn a variety of collaborative and creative tools, empowering them to become capable and ethical digital citizens.

Students in Kindergarten through 3rd Grade work within a one-to-one iPad environment. While students in 4th-8th Grade are one-to-one with MacBook Pro's and iPads.

DAIS is vested in making technology available to the school-wide learning community. Our newly developed STEAM Lab has opened the door to increased learning opportunities through a wide variety of tools and applications.

## STUDENTS

DAIS started with 13 students; today we have approximately 110 students, our highest enrollment ever.

## FACULTY

The team at DAIS consists of 17 expat teachers (including Administration) and 19 locally hired personnel. Nationality of teachers include American, Canadian, Australian, Netherlands, South Africa and New Zealand.

## ADMINISTRATION

Working with representatives from Chevron and ISS the School Director is the only on-site administrator. The school Director is responsible for all aspects of the school operation as well as adherence of the contract between TCO and ISS.

## GOVERNANCE

The school does not operate with the traditional Board structure. Governance for all aspects of the school operation is provided through representatives of ISS, TCO and the School Director working together.

## PROFESSIONAL DEVELOPMENT

A choice of professional development activities determined by the teacher or groups of teachers may include special research projects, book study/discussion groups, action research, online learning, small group work with consultants; conferences and more. All are possible approaches with the list of options limited only by the ideas and imagination of the teacher(s) working with the director who makes final decisions on the individual and collective programming.



## COMMUNITY

Dostyk American International School is part of Dostyk Village, the residential community for employees of Chevron seconded to Tengizchevroil (TCO). Outside the gates of Dostyk Village is the city of Atyrau with has a population of approximately 250,000 people. Atyrau is divided by the Ural, which is part of the border between Europe and Asia making Atyrau one of two cities in the world to be located on two different continents. It is a major hub for the oil industry, serving both the Tengiz and Kashagan oilfields. About 80% of the city's population is ethnic Kazakh.

## FACILITIES

DAIS is a purpose-built facility located inside the gated community of Dostyk Village. The school campus offers a library, an outdoor playing field and child's playground, indoor and outdoor swimming pool, indoor tennis courts, indoor multi-purpose gym and basketball court, fitness center, and restaurant. Additionally, a medical office staffed with an expatriate doctor and local nurse is located within the gated community.



## Elementary & Middle School Overview

DAIS is a Pre-K to grade facility. The Elementary school consists of students in Pre-K to grade 5, while the Middle School is made up of students in grades 6-8. The whole school operates on a five-day (Monday- Friday) schedule. Elementary students have one core teacher and specialist for Music, Art, Foreign Language and PE. Middle School students change classes more often with subject specific teachers for within both core and specialist areas.

## Curriculum

### LANGUAGE ARTS/LITERACY

Our Language Arts curriculum seeks to develop the skills of reading, writing, listening and speaking, in an integrated approach. These are our K-8 Literacy Standards that are the cornerstones of our curriculum.



Students will:

1. read fluently using the skills and strategies of the reading process.
2. comprehend, respond to, and analyze a wide variety of literary texts.
3. apply skills and strategies appropriate for reading non-fiction texts.
4. write with a command of informal and formal English.
5. write with clarity, logic, validity, and effectiveness on a wide range of topics and for a variety of purposes and audiences.
6. listen and respond critically to oral communication.
7. deliver coherent, well-focused informal and formal oral presentations.

By staying abreast of current research, we are able to implement practice that is most effective for student learning. We adopt the Balanced Literacy approach which means that the following components are included in almost daily teaching – interactive read aloud, shared reading/writing, independent reading /writing, small group guided teaching, individual conferences, partnership work, word study and ongoing assessments.

Reading and writing strategies are explicitly taught in a workshop setting where:

- Mini lessons (10-15 min) are used to teach a skill or strategy that students can use on that day or on any day. During this time, partnership conversations are encouraged to share ideas and articulate new learning while developing listening and speaking skills.
- Students then practice the new learning independently (actually reading or writing), while the teacher works with individual students or a group.
- Class comes together in the last 10 minutes to share new learning and thoughts.

Since each child has different language experiences that are brought to the classroom, we use the child's present developmental level as a point of entry within the spiraling curriculum. A wide variety of resources are used to support learners at different stages of development. Multiple assessment tools are used to provide perspectives on learning and growth, with the aim to further plan appropriate instruction for each child.



Additional support is provided for English Language Learners and students reading about a year below grade level.

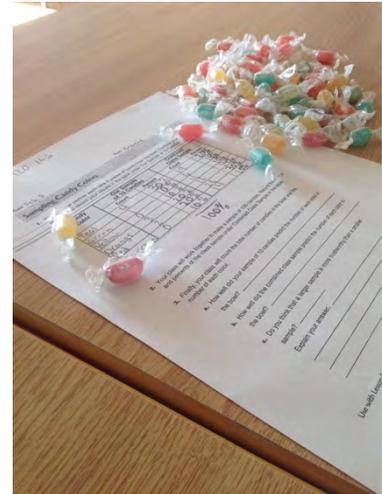
It is our goal to develop life-long readers and writers!

## MATHEMATICS

Today mathematics is perhaps even more important than ever. It has been influenced by new technologies, and mathematical demands of everyday living are increasing. As a result, school mathematics has changed over recent years, leaving some parents confused.

Accurate calculation is still an important part of mathematics. It includes knowing or being able to work out what calculations need to be done to solve particular problems. This one aspect of leading children to think mathematically about the real world-to look for patterns and relationships expressed in terms of number.

In doing so, children must learn to: estimate, classify, manipulate objects, measure, order, and make sense of results.



## SCIENCE & ENGINEERING

Science at DAIS uses the Next Generation Science Standards (NGSS). The NGSS identify scientific and engineering practices, crosscutting concepts, and core ideas in science that all K–12 students should master. The NGSS provide a strong science education that equips students with the ability to think critically, analyze information, and solve complex problems – the skills needed to pursue opportunities within and beyond STEM fields. Children work in such general areas as: Earth and Space, Life Science, Physical Science.

## SOCIAL STUDIES

In this learning area, children study the way people relate and have related to each other in various places and at various times; they also study their natural built surroundings. The inquiries they make and the experiences they have will help them to develop as informed citizens, actively participating in their society and in the world as a whole.

International standards following American Education Reaches Out (AERO) guidelines have been adopted to allow teachers to address key issues, as well as to provide flexibility of content. Content is drawn from examples worldwide.



## RUSSIAN/KAZAKH STUDIES

The goal of this sequential program is to introduce children to a new and challenging set of academic experiences and offer a basic introduction to our host country language – Kazakh/Russian. It focuses on appropriate communicative language skills. Many creative hands-on activities such as role-playing, games, songs, storytelling, listening, speaking, reading, writing and field trips are used to immerse the student in this communicative language program. Guided practice ensures that each child develops at an appropriate pace.

## SPANISH

The Spanish program at DAIS stresses the use of language for communication in "real life". It emphasizes what students can do with Spanish and is supported by what they know and learn about the language. Students explore relationships between Spanish as a language and the practices and products of various cultures. Cultural activities in and out of the classroom reinforce exploration of these connections. Students are encouraged to compare and contrast languages and cultures in order to discover patterns, make predictions, and analyze similarities and differences. In Middle School, Spanish is a component of the core curriculum. As such, increased time is allotted for students in Grade 6 - 8.

## TECHNOLOGY

Technology is a valuable tool and resource available for teachers and students in our school. Here at DAIS, strategies used in technology learning for students will...

- be curriculum driven and integrated
- be purposeful, sequential, and spiraled
- be differentiated
- be developmentally appropriate
- promote creativity and higher-level thinking
- promote responsible and ethical use



Teachers integrate technology within their curriculum.

## ART

Paramount within the DAIS Art program is the belief that expression in art is basic to all persons and common to all cultures. The DAIS student's study of fine art develops aesthetic perception, awareness and creativity. The student's problem-solving ability is challenged through the utilization of art elements and design principles. Manipulative skills are strengthened through the use of tools and equipment. Exposure to historical and cultural heritage enhances student self-expression and prepares students to analyze, interpret and make sound aesthetic judgments in terms of both the visual and functional aspects of art.



## MUSIC

The music program at DAIS provides each student with the opportunity to develop his/her interest and ability in a broad range of musical experiences. Participation is the surest way to fully involve students in the learning of music. Therefore, the emphasis is on singing, playing Orff and other instruments, moving, listening, analyzing, creating and performing.



Music from pre-kindergarten through grade eight is intended to establish a foundation of concepts and skills, which will enable students to pass into advanced music classes and establish a basis of musical literacy, knowledge and experiences upon which they can continue to build for a lifetime of participation and enjoyment.

## PHYSICAL EDUCATION

The Physical Education curriculum is designed to enable each child to explore and increase his/her own physical potential and creative abilities. The curriculum focuses on the development of fundamental movement skills and core fitness, which are crucial to enjoying a healthy, active lifestyle. It also seeks to highlight an appreciation for good health habits, positive feelings about the human body, enjoyment of physical activity, fair play and good sportsmanship.

Students in the physical education classes are guided to develop confident attitudes about their bodies so that they are able to move freely, efficiently and creatively. Children are encouraged to respect and show concern for each other in all situations. The ability to work closely and cooperatively with peers is a key aim of the physical education curriculum.



## Activities



DAIS After School Activities is designed to give students the opportunity to develop new interests, refine their skills and build friendships. DAIS parents and teachers team to offer a variety of activities covering sports, the arts technology and academics. Our ASA Calendar is divided into four seasons with a wide array of activities being offered each session. Children are encouraged to attend all sessions if they sign up for a class, thus building their perseverance and teaching students to be responsible for their learning. In addition, DAIS also offers a number of

yearlong activities. These includes such things as: Dance, Russian & Mandarin Language Classes, and Elementary / Middle School sports league (DASL).

## Fast Facts-

<b>Year Established:</b>	2002
<b>Accreditation Agency:</b>	Middle States Association of Schools and Colleges
<b>Total Enrollment:</b>	110
<b>Early Years School Enrollment:</b>	10
<b>Lower School Enrollment:</b>	80
<b>Middle School Enrollment:</b>	30
<b>Nationalities:</b>	By Passport -12 By Ethnicity -24
<b>Percentage of Annual Student Turnover:</b>	Approximately 20%
<b>Percentage of Annual Faculty Turnover:</b>	5-year maximum stay for teachers.
<b>Student/Teacher Ratio:</b>	Average class size 10 to 12
<b>Average % Home Country Nationals:</b>	Expat students only
<b>Operating Budget:</b>	3.7 million USD
<b>Number of Faculty:</b>	Expat 17, Local hire 19

## Position Overview

### THE POSITION

The Director, with the support of the International Schools Services designated Senior Leadership Executive, manages the day-to-day operation of the school organization; formulates and carries out the short-term objectives to advance the school's long-range plan; establishes operating procedures (as established by school policies, local and national laws) and supervises the hiring, firing and evaluation of all staff members. The Director leads the educational program in accordance with the Chevron-ISS contract.

### ACADEMIC AND PROFESSIONAL QUALIFICATIONS PREFERRED

- An advanced degree, with a credential in school administration
- Previous successful international experience in an executive or administrative role, particularly as a school director or similar position.
- Knowledge and experience of school accreditation process
- Demonstrated success in recruitment and retention of faculty

### PERSONAL ATTRIBUTES DESIRED

- Commitment to excellence in student learning
- Strong leadership skills with the ability to inspire others

- Culturally sensitive, with well-developed personal skills
- Naturally aware of the larger school community
- Good listening skills, an ability to delegate, and good organizational skills
- Approachable, accessible, friendly, visible, sensitive, tolerant, and politically aware
- Willingness and ability to network with school and local communities
- High energy level, proactive, an enthusiastic advocate of the school

### SALARY & BENEFITS

A competitive salary and benefits package based upon education background and prior experience as a school director.

### Application Instructions

---

**Effective date:** August 1, 2020

**Application Deadline:** Wednesday, May 1, 2019

ISS Vice President, Administrative Searches and Governance Services, Dr. Beth Pfannl, will serve as the lead consultant for the Dostyk American International School Director search. She will be assisted by Ms. Ashley Wotowey and other members of the ISS staff.

The tentative deadline for applications is Wednesday, May 1, 2019. However, ISS and the DAIS Search Committee reserves the right to conclude the search at any point in the process when a successful candidate is identified.

Please send a formal letter of interest (cover letter) specific to this position no longer than two pages, along with your CV both in PDF format to [bpfannl@iss.edu](mailto:bpfannl@iss.edu) and copy [awotowey@iss.edu](mailto:awotowey@iss.edu). You will be contacted by Ashley Wotowey regarding the next steps to follow for consideration.

**Applicants are asked to submit their letter of interest and CV and complete all necessary application steps as early as possible, as ISS and DAIS reserve the right to close the selection process at any time if an ideal candidate is found.**



Dostyk American International School