



மினசோட்டாத் தமிழ்ப்பள்ளி MNTS Tamil School



Continuous Improvement Process - 2023-24 academic year to 2025-26, three year plan

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MNTS Tamil School committed to continuous improvement on all possible aspects on an ongoing basis. The continuous improvement is categorized in areas like Syllabus/Instruction Methodology, Administrative processes, and Infrastructure upgrades.

Administrative process improvements:

1. Exploring direct bank deposit options for instant teachers' payment instead of issuing physical checks. This improvement is to avoid postal delays or late deposits and delays in payment receipt. The cost for this enhancement is unknown at this time and will be reviewed to budget for 2024-25 for implementation before the first payment during Nov 2024 for academic year 2024-25.
2. Enhancing QuickBooks online to generate formal tax receipts towards tuition fee payment to parents instead of manually providing a formal tuition fee paid receipts for tax purposes. This improvement is to minimize manual efforts and make the process more efficient. The cost for this enhancement is unknown at this time and will be reviewed to budget for 2024-25 for implementation before the end of 2024 tax cycle.

Infrastructure improvements:

1. AWS (Amazon Web Services) Improvement: AWS hosts all our websites such as LMS, mass emails and other digital infrastructure. Currently, this is hosted together with MN Tamil Sangam (cultural organization). There are plans to migrate all MNTS Tamil School digital hosting into its own AWS. This will streamline management and budgeting of the Tamil school specific infrastructure costs. This migration task requires significant efforts to make sure there is little to no disturbance to the LMS which is heavily used weekly by the teachers and students. This migration task is being planned for completion before Aug 2025. Additionally, the migration will also enable MNTS Tamil school to get \$1000 annual AWS credit for MNTS Tamil School exclusively, not shared with MN Tamil Sangam.



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2. mntsevents.org improvement: mntsevents.org is the MNTS Tamil school's student registration and Student Information System (SIS) portal which enables parents to register their children each year. MNTS Tamil School uses the SIS with the latest student registered information. The current features also include voluntary hours entry and approval by the school admin.

The planned improvements to mntsevents.org are listed below.

- Improving and enhancing teacher's voluntary hours entry process for easy review and approval
- B: Automating the library management system. The library is currently being managed manually using Google sheets. The enhancement involves creating the bibliography of all available Tamil books in the library, adding features like "check in" and "checkout" for each student to allow better tracking of the inventory, visible to both teachers and parents.

Both these enhancements require a budget for third party vendors to do the enhancement, design, testing and implementation. The plan is to get this cost included in the 2024-25 school budget and ensure go live for the project before Mar/Apr 2025 and finish it by the end of the academic year.

3. Asset management improvement: To improve asset management, we'll implement a system in the coming years to track the entire school property. This includes individual barcodes and records for laptops, chargers, and connectors. The system will also track check-in/out activity for teachers and administrators, ensuring greater accountability for all school assets.
4. MNTS Tamil School website improvement: The website requires latest Teacher information updates with their profile display, listing their skills, qualifications, and training details.

Syllabus/instruction related improvements:

Below are the areas identified and currently budgeted including resource allocation under syllabus/instruction related improvement initiatives.



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Current major improvement initiatives:

Progress and status on each initiative:

1. Fluent phonetic reading of any Tamil passage initiative: A new App called “ReadTamil” was created for beyond classroom practice and self-paced learning of reading any Tamil words phonetically. This was initiated a couple of years ago.
2. Building comprehensive practical usage vocabulary and enhancing day/today words initiative: To enhance and improve the practical appropriate use of ‘student world of words’ in creative Speaking and Writing, a pilot project was initiated during third semester of 2022-23 for the bilingual level and is being implemented during the first semester of 2023-24 for all intermediate levels.
3. Practical grammar usage in speaking and writing with interactive learning initiative: We implemented an ‘essential grammar usage and techniques’ as an interactive learning to reiterate the understanding of regular grammar usage in Tamil. The assignments are introduced as interactive models where self-paced learning is encouraged and revisions and repeated usage of activities are enabled, serving as a flipped classroom model.
4. Creating all digital content for video/audio within LMS without using YouTube initiative: To promote focused content and distraction free LMS, some of the Video/Audio sources used for interpretive listening exercises are being moved within LMS to avoid access to external content. The primary objective is to aid usage of any public school provided devices for learning Tamil within secure LMS.
5. Creating customized stories and songs content initiative: This initiation aims at creating animated content with script/voiceover given by heritage language speakers to enhance basic level stories and songs content to aid listening and speaking skills at these levels. The recreation effort is to simplify the first language scenarios seen in authentic/original content which appear as foreign to any new second language learner. Simplifying such language scenarios help young learners to understand and learn the language in an easier and better way. his initiative started in the 2019-2020 academic year and is now in practical use for basic levels.



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Intended outcome or goal of each initiative:

1. Fluent phonetic reading of any Tamil passage initiative: Tamil language is a phonetic language and understanding the phonetic sounds and pronouncing it is a major first major step of Tamil learning. The intended outcome is to provide full confidence to students to master the language learning with the ability to read any Tamil language newspapers or magazines.
2. Building comprehensive practical usage vocabulary and enhancing day/today words initiative: When students create their own content for Speaking and Writing, knowing and utilizing the limited vocabulary based on their daily, weekly and monthly activities related to their place of living, family/friends, school, community, culture and personal activities is critical. The intended outcome is to help students master the 'student world of words' and enhance their practical use of vocabulary.
3. Practical grammar usage in speaking and writing with interactive learning initiative: Like vocabulary of words which is not consistent across all students, grammar usage for proper speaking and writing is not consistent across all. Providing a self-paced interactive learning to try as many times as possible to understand and reiterate the grammar usage of all essential grammar topics in an interactive environment greatly helps for individualized learning. The intended outcome is to introduce and enhance the practical and proper usage of grammar when the students attempt to speak or write in Tamil Language.
4. Creating all digital content for video/audio within LMS without using YouTube initiative the intended outcome is to promote distraction free digital learning and students' ability to use their public-school device to learn Tamil within LMS is the goal.
5. Creating customized stories and songs content initiative: Young elementary school students learning a second/foreign language through listening and speaking activities require simple vocabulary and simple sentences for complete understanding. Also, pronunciation as native speaker is not ideal for all young learners. So a slow-paced, simple words and sentences to narrate a story or song is essential for a second/foreign language learner. The intended outcome is to facilitate simplified learning to create curiosity in young learners and keep them engaged, thereby provoking their interest in learning the language.