**ganxilulia pedsabWos sxdomaze 2010wlis seqtemberSi**

**Sps “nunu avagumaSvilis” kerZo saSualo skola**

**skolis ganviTarebis eqvswliani**

**s t r a t e g i u l i g e g m a**

**(2010-2016sasw. weli)**

1. **prioritetuli mimarTulebebi**

* skolis sakanonmdeblo bazis srulyofa, skolis
* organizaciuli ganviTareba,
* swavleba - swavlis xarisxis amaRleba, moswavleTa fizikuri da harmoniuli aRzrdis sistemis srulyofa, samarTlebrivi da moqalaqeobrivi aRzrdis principebis damkvidreba da ganviTareba,
* TviTmmarTvelobiTi da demokratiuli sistemebis Camoyalibeba,
* informaciul-teqnologiuri sistemebis ganviTareba da kompiuterizacia,
* TviTSefasebis sistemis Camoyalibeba
* skolis materialur-teqnikuri bazis srulyofa, ganviTareba da aRWurva,
* skolis aRWurva saswavlo resursebiTa da swavlebis xelSemwyobi sxva saSualebebiT.
* usafrTxo, organizebuli da kargad disciplinirebuli garemos Seqmna

**II. strategiuli gegmis ganxorcielebis gzebi da amocanebi**

skolis marTvaSi saskolo sazogadoebis CarTvis mizniT, skolasTan dakavSirebuli normatiuli dokumentebis ganxilva – damtkicebaSi sxvadasxva doneze CarTuli unda iyos pedagogiuri sabWo, sagnobrivi kaTedrebi.

Sesabamisad, am cvlilebebis asaxvis mizniT, ganxorcieldeba arsebuli saskolo aqtebis,: dazusteba - koreqtireba maTi monawileobiT.

skolis Sinaganawesi,

skolis debuleba,

moswavleTa qcevis kodeqsi,

saskolo saswavlo gegma,

gakveTilis Sefasebis kriteriumebi da indikatorebi,

skolis biujeti

**b) organizaciuli saqmianobis srulyofa**

skolasTan dakavSirebuli saqmianobis aRricxvisa da organizebis mizniT, garda kanonmdeblobiT gansazRvruli normebisa, skolis yvela Tanamdebobis piri (administraciis wevrebi, pedagogebi, koordinatorebi) valdebulni arian awarmoon e. w. ,,portfolio”, romelSic daculi unda iyos saqmianobis amsaxveli da damadasturebeli yvela dokumentacia, romelic gansazRvrulia am pirTan dadebuli xelSekrulebiT, an skolis sxva normatiuli aqtiT.

Sesabamisad:

**administraciis portfolio**

1. skolis misia (oqmebi)

2. skolis ganviTarebis erTwliani da eqvswliani samoqmedo gegma;

3. skolis Sinaganawesi;

4. skolis debuleba;

5. skolis saqmianobis angariSi, TviTanagariSi;

6. saskolo saswavlo gegma;

7. moswavleTa TviTmmarTvelobis, pedagogiuri sabWosa da kaTedris gamgeebis arCevis oqmebi;

8. damtkicebuli saStato ganrigi;

9. pedagogiuri sabWos da sagnobrivi kaTedrebis Sekrebebis sxdomis oqmebi;

10. swavleba-swavlis xarisxis marTvis sistema da Catarebuli saqmianobis damadasturebeli masala;

11. kaTedrebis samoqmedo gegma da saqmianobis aRricxvis damadasturebeli masala;

12. kaTedraTaSorisi urTierTobebis amsaxveli masala (integrirebuli gakveTilebi, klasterebSi muSaoba, Tematuri ganxilvebi, gamocdilebis gaziareba)

13. skolis teritoriaze Sesvlis da gamosvlis kontrolis meqanizmebi da amsaxveli masala

14. skolis fsiqologis moswavleebTan, mSoblebTan da pedagogebTan muSaobis amsaxveli dokumentacia.

**direqtoris moadgilis aRmzrdelobiT dargSi portfolio**

1. moswavleTa disciplinuri gadacdomebis prevenciuli RonisZiebebis amsaxveli dokumentebi;

2. dokumentacia, romelic asaxavs da adasturebs warCinebuli swavliTa da Rirseuli yofaqceviT gamorCeuli moswavleebisaTvis arsebul waxalisebis meqanizmebs;

3. moswavleebis namuSevrebis gamofenebi derefnebsa da saklaso oTaxebSi;

4. kedlis gazeTebi da sxva;

5. skolis mier TiToeuli moswavlis kanonieri warmomadgenlisTvis informaciis miwodebis da am informaciis konfidencialurobis dacvis meqanizmebi da maTi amsaxveli dokumentebi,

6. sadamrigeblo programebi da maTi ganxorcielebis amsaxveli masala;

7. interesebis mixedviT Seqmnili klubebis, wreebis muSaobis amsaxveli dokumentacia;

8. moswavleTa TviTmarTvelobis meqanizmis muSaobis damadasturebeli faqtebis amsaxveli dokumentacia;

9. sxvadasxva saskolo da/an skolisgareT RonisZiebebSi moswavleebis monawileobis amsaxveli masala;

10. moswavleTa TviTSemoqmedebis namuSevrebis, moswavleTa monawileobiT gamarTuli RonisZiebebis amsaxveli fotosuraTebis gamofenebi derefnebsa da saklaso oTaxebSi;

11. moswavleTaTvis xelmisawvdomi sportuli gundebisa da sportuli RonisZiebebis muSaobis amsaxveli masala;

**saswavlo nawilis portfolio.**

1. alternatiuli programebi im moswavleTaTvis, romlebsac esaWiroebaT ufro meti muSaoba an damatebiTi saswavlo dro saswavlo gegmiT gaTvaliswinebuli unar-Cvevebisa da codnis asaTviseblad;

2. moswavleTa akademiuri moswrebis monacemebis gamoyenebis magaliTebi saswavlo gegmis mudmivad gadaxedvis da ganaxlebis mizniT;

3. moswavleebs, rogorc ganmsazRvreli, aseve ganmaviTarebeli Sefasebis safuZvelze, aqvT akademiuri Sedegebis gaumjobesebis saSualeba;

4. saskolo an/da skolisgareT Catarebul olimpiadebsa da konferenciebSi skolis moswavleTa monawileobis amsaxveli masala;

5. kaTedris mier dagegmili wliuri saswavlo procesis amsaxveli dokumentacia;

6. sagnobriv kaTedrebsa da kaTedrebs Soris arsebuli TanamSromlobis amsaxveli masala.

7. relevanturi wesiT SerCeul gakveTilebze dakvirvebis Sedegebi;

8. mSoblebisa da moswavleebisTvis skolaSi arsebuli yvela programisa da momsaxurebis sajaroobis uzrunvelyofis amsaxveli dokumentacia;

9. swavlaSi problemebis mqone moswavleebis daxmarebis meqanizmebi da am meqanizmis muSaobis damadasturebeli faqtebis amsaxveli dokumentacia,

10. kaTedrebze da kaTedraTaSoris Sexvedrebis, maTi saerTo saqmianobis dagegmvis meqanizmebi, romlebic asaxulia saskolo saswavlo gegmaSi;

11. maswavlebelTa waxalisebis meqanizmebisa da maTi muSaobis amsaxveli dokumentacia;

12. saskolo saswavlo gegma, agreTve sagnobrivi saswavlo gegmebi, romlebic SesabamisobaSia erovnul saswavlo gegmasTan da romlebsac darTuli aqvs swavlebis meTodebi da codnisa da unar-Cvevebis Sefasebis meqanizmebi. gegmebis TandarTul aRweraSi asaxulia misiidan gamomdinare, ra codnisa da unar-Cvevebis ganviTarebas iTvaliswinebs mocemuli sagani.

**kaTedris gamgis portfolio**

1. kaTedris sxdomis oqmi, romelzec arCeul iqna kaTedris gamge.

2. kaTedris wevrTa Sesaxeb personaluri informacia (misamarTi, elfosta, sakontaqto, telefoni, profesiuli ganviTarebis etapebi)

3. kaTedris wevrTa kvireuli datvirTva

4. sagnis saswavlo programebis SemuSavebis procedura da damtkicebis damadasturebeli dokumenti

5. kaTedris saqmianobis wliuri strategiuli gegma

6. saxelmZRvaneloTa da damxmare saxelmZRvaneloTa gansazRvris damadasturebeli dokumenti

7. Sefasebis mravalkomponentiani sistemis SemuSavebis proceduris amsaxveli dokumenti da Sefasebis sistema, Sesabamis indikatorebTan erTad (

8. kaTedris wevrTa Sexvedrebis grafiki

9. Sexvedrebze ganxiluli sakiTxebis mokle aRwera, Sesabamisi gadawyvetileba da ganxorcielebis angariSi.

10. gansakuTrebuli saWiroebis mqone moswavleTaTvis modificirebuli saswavlo gegmebi

11. maswavlebelTa profesiuli ganviTarebis xelSewyobis mizniT dagegmili RonisZiebebis (samodelo gakveTilebi, gakveTilebze daswreba, gamocdilebis gaziareba da sxva) Catarebis amsaxveli dokumentacia

**sagnis maswavleblis portfolio**

1. sagnis silabusi.

2. sagnis programa.

3. damatebiTi resursebisa da internetgverdebis banki.

4. sxvadasxva strategiebiT dagegmili gakveTilebis nimuSebi .

5. Catarebuli samodelo gakveTilebis video an fotomasala.

6. moswavleTa monacemTa baza, romelSic asaxuli iqneba mimdinare Semajamebeli samuSaoebis (testebi, CaTvlebi, sakontrolo samuSaoebi) Sedegebi, ganmsazRvreli da ganmaviTarebeli Sefasebebi.

7. kaTedraze pedagogis monawileobiT ganxiluli sakiTxis angariSi.

8. Catarebuli RonisZiebebis damadasturebeli dokumentacia.

9. moswavleTa olimpiadebsa da konkursebSi monawileobisa da warmatebis damadasturebeli dokumentacia.

10. profesiuli ganviTarebis mizniT Catarebuli RonisZiebebis amsaxveli dokumentacia. (sagnis swavlebis problemebis ganxilvebi, urTierTdaswreba, gamocdilebis gaziareba, treningebSi, seminarebsa da konferenciebSi monawileoba, gamoqveynebuli naSromebi)

11. saswavlo wlis Semajamebeli TviTangariSi, angariSi da rekomendaciebi sagnis swavlebis xarisxis amaRlebis mizniT. (wardgenili kaTedraze da damfuZneblebTan)

**koordinatoris portfolio**

1. klasis moswavleTa monacemTa baza, romelic Seicavs informacias moswavlis sacxovrebeli misamarTis, mSobelTa saqmianobis adgilis, sakontaqto telefonis, mSoblis an uflebamosili piris elfostis, moswavlis gansakuTrebuli saWiroebisa da interesis Sesaxeb.

2. moswavleTa semestruli, sagamocdo da wliuri Sefasebebis (qulebi, ganmsazRvreli da ganmaviTarebeli ) monacemTa baza.

3. klasis pedagogTa monacemTa baza, romelic Seicavs informacias pedagogis sacxovrebeli misamarTis, sakontaqto telefonis, elfostis Sesaxeb.

4. mSoblebTan individualuri da jgufuri Sexvedrebis grafiki.

5. mSoblebTan Sexvedrebisas ganxiluli sakiTxebis amsaxveli dokumentacia (oqmebi, Canawerebi).

6. klasis RonisZiebaTa kalendari da amsaxveli dokumentacia.

7. CamorCenil moswavleebTan muSaobis amsaxveli dokumentacia.

8. niWier bavSvebTan muSaobis amsaxveli dokumentacia.

9. gakveTilebze daswrebis amsaxveli Canawerebi.

10. moswavleTa da mSobelTa gamokiTxvis daculi kiTxvarebi da Sesabamisi reagirebis amsaxveli masala.

11. wliuri angariSi da TviTangariSi da procesis gaumjobesebis mizniT dasaxuli rekomendaciebi, administraciisa da damfuZneblebis winaSe.

**III. swavleba- swavlis xarisxis amaRleba**

1. **erovnuli saswavlo gegmis danergva da misi ganxorcielebis xarisxis Sefaseba**

skolis saswavlo gegma unda SemuSavdes erovnuli saswavlo gegmisa da zogadi ganaTlebis erovnuli miznebis dokumentis safuZvelze TiToeuli moswavlis SesaZleblobebis, miznebis, midrekilebebis gaTvaliswinebiT. skolis saswavlo gegmaSi gaTvaliswinebuli unda iyos erovnuli saswavlo gegmis xuTi ZiriTadi siaxle.

**b) saskolo saswavlo gegmis orientirebi:**

* orientacia zogadi ganaTlebis erovnul miznebSi aRweril idealebze;
* orientacia Sedegze da Sedegebis demonstrirebaze;
* orientacia saswavlo procesis erTianobaze;
* orientacia TiToeul moswavleze;
* orientacia maswavleblebis profesionalizmze;
* orientacia resursebis efeqtur gamoyenebaze;
* orientacia swavlebis meTodologiis mravalferovnebaze.

**g) kaTedrebis funqciebis gaZliereba**

xarisxis marTvis mniSvnelovani erTeuli unda gaxdes skolis sagnobrivi kaTedrebi, sagnis swavleba-swavlis xarisxze pasuxismgebloba administraciasTan erTad, unda daekisros kaTedris gamges;

kaTedrebis ZiriTad saqmianobas warmoadgens:

* sagnis swavlebis strategiis gansazRvra,
* maswavleblebis saaTobrivi datvirTvis ganawileba;
* saskolo gegmis SemuSaveba;
* individualuri sagnobrivi programebis SemuSaveba;
* ZiriTadi da damxmare saxelmZRvaneloebis nusxis SemuSaveba;
* moswavleTa Sefasebis kriteriumebis SemuSaveba;
* maswavlebelTa Sefasebis kriteriumebis SemuSaveba;
* gakveTilze dakvirvebis indikatorebis gansazRvra;
* sagnis swavlebis monitoringis sistemis Camoyalibeba,
* miznobrivi kvlevebis Catareba, analizi da samoqmedo gzebis dasaxva,
* saskolo RonisZiebebis (konferenciebis, olompiadebis, proeqtebis wardginebis da sxva) gegmis SemuSaveba.

**d) kluburi da wreobrivi muSaobis danergva da marTva**

moswavleTa individualuri Taviseburebebis, interesebisa da midrekilebebis gaTvaliswinebiT Camoyalibdeba esTetikuri, literaturul-sadiskusio, sportuli, Eekologiuri, dramatuli klubebi. kluburi muSaobis warmatebebi unda gamovlindes sxvadasxva mimarTulebiT: musikaluri speqtaklebis, literaturuli saRamoebis gamarTva, saintereso filmebisa da speqtaklebis naxva da ganxilva, cnobili adamianebis stumrad mowveva, saskolo gazeTis perioduli gamocema, moswavleTa namuSevrebis gamofena-gayidvebis, ,,mxiaruli startebis”, laSqrobebis, da sxv.

Seiqmneba saolimpiado jgufebi sxvadasxva sagnebSi, romlis saqmianobis ZiriTadi mimarTuleba iqneba moswavleTa olimpiadebsa da konkursebSi warmatebuli monawileoba.

**IV. TviTTmmarTvelobiTi da demokratiuli sistemebis Camoyalibeba**

1. **skolis demokratizacia**

demokratiuli marTvis mniSvnelovani principia, sazogadoebis CarTva gadawyvetilebis miRebis procesSi. amasTan mniSvnelovania Camoyalibdes gunduri pasuxismgebloba mimdinare movlenebze, Sesabamisad, saskolo sazogadoebis konferenciis, moswavleTa darbazis, pedagogiuri sabWos da kaTedrebis roli da pasuxismgebloba unda gaizardos da aisaxos skolis normatiul aqtebSi.

**V. informaciuli teqnologiebis ganviTareba da kompiuterizacia**

* am mimarTulebis ZiriTadi prioritetebia:
* erTiani eleqtronuli fostis portalis Seqmna skolis TanamSromlebisaTvis, mSoblebisa da moswavleebisaTvis.
* skolis veb- gverdis ganaxleba.
* saswavlo procesis informatizacia
* xelfasebis daTvla, masSi cvlilebebis Setana umcires droSi.
* finansuri arqivis kompiuterizacia.
* Tviuri, kvartaluri da wliuri balansis swrafi daTvla.
* skolis monacemTa bazis, moswavleTa da maswavlebelTa piradi saqmeebis eleqtronul formatSi organizeba.
* skolasTan dakavSirebuli yvela tipis informaciis eleqtronuli versiebis Seqmna da daarqiveba.

**VI. adamianuri da materialuri resursebis SesabamisobaSi moyvana**

**skolis miznebis misaRwevad**

1. **skolis TviTSefasebisa da monitoringis meqanizmebis SemuSaveba**

organizaciis ganviTarebisa da saqmianobis srulyofis aucilebeli pirobaa ganviTarebis gegmis ganxorcielebis, perioduli monitoringi da TviTSefaseba.

vTvliT, rom am procesSi CarTuli unda iyos saskolo sazogadoebis rac SeiZleba meti monawile da Sefasebul unda iqnas sxvadasxva aspeqti, Sesabamisad unda Seiqmnas sxvadasxva xasiaTis kiTxvarebi, anketebi, zogadi CarCoebi, Sefasebis kriteriumebi da sxva.

1. **pedagogTa sertificireba**

skolis saqmianobis erT-erTi mniSvnelovani amocanaa skolis maswavlebelTa aqtiuri da warmatebuli monawileoba maswavlebelTa sertificirebis procesSi. am mizniT vgegmavT sxvadasxva RonisZiebebs, maT Soris:

* **treningebi da saminarebi**

maswavleblebis kvalifikaciis amaRlebisaTvis saWiroa skolis TanamSromloba ganaTlebisa da mecnierebis saministrosTan, resurs centrebTan, arasamTavrobo organizaciebTan, romlebic gvTavazoben kvalificiur daxmarebas \_ treningebisa da seminarebis saxiT.

skolis pedagogebs mivawvdiT yvela informacias treningebisa da seminarebis Sesaxeb, raTa maT saSualeba hqondeT TviTonac izrunon sakuTari Tavis profesiul ganviTarebaze, movamaragebT meToduri literaturiT.

vinaidan kerZo skolis maswavleblebis profesiuli gadamzadeba ar finansdeba saxelmwifos vauCeriT, biujetSi yovelwliurad gamovyofT saxsrebs am mimarTebiT da saSualebas mivcemT Cvens pedagogebs daeswron akreditebuli saganmanaTleblo programebis treningebs.

* **Ï pedagogebis urTierTanamSromloba**

skolis pedagogebs Soris megobruli urTierToba, skolis SigniT maswavleblebis mier treningebisa da seminarebis mowyoba, sertificirebul

pedagogTa gamoyeneba samodelo aqtivobebis modelirebisa da sxvaTa swavlebisaTvis, problemebis aRmofxvraze erTad zrunva, gunduri muSaobis principis damkvidreba, gamocdilebis gaziareba aris maswavleblebis profesiul ganviTarebis erT-erTi saSualeba.

am amocanebis organizebis da ganxorcielebis procesSi mniSvnelovan rols vakisrebT kaTedrebis SigniT da kaTedraTaSoris urTierTobebs.

**g) materialur-teqnikuri bazis gaumjobeseba**

* **skolis Senobisa da mimdebare teritoriis organizeba**

amJamad skola ,,Sps nunu avagumaSvili” ganTavsebulia ijariT aRebul SenobaSi, Senobis saerTo farTia 2700kv. metri. maT Soris 250 kv. m. sardafi. Senobis mimdebare ezo 250 kv. metria. oTaxebis raodenobaa\_22.

gegma iTvaliswinebs arsebuli Senobis imgvar rekonstruqcias, rom akmayofilebdes skolis saWiroebebs da pasuxobdes saxelmwifo standartebs.

maT Soris:

* Senobis sruli remonti,
* wyal-kanalizaciisa da gaTbobis sistemebis SekeTeba,
* didi oTaxebis rekonstruqcia, gadatixvra,
* kvebis blokis sanitaruli normebis gaTvaliswinebiT, saventilacio da ganaTebis sistemebis, sveli wertilebis mowyoba.
* pirveladi samedicino daxmarebis aRmoCenisaTvis samedicino kabinetis Sesabamisi medikamentebiTa da saSualebebiT uzrunvelyofa.

**skolis aRWurva saswavlo resursebiTa da swavlebis xelSemwyobi sxva saSualebebiT**

* informatikis kabinetis gafarToeba da kompiuterebiT da sxva teqnikuri saSualebebiT aRWurva,
* bunebismetyvelebis da teqnikuri kabinetebis mowyoba;
* wignadi fondis Sevseba,
* maswavleblisaTvis meToduri da damxmare literaturis SeZena,
* skolis Senobis saofise inventariT aRWurva,
* saswavlo inventaris (merxebi, skamebi, dafebi, maswavleblis magidebi da karadebi da sxva) SeZena,
* saswavlo resursebis (plakatebi, laboratoria, lingofoni da sxva) SeZena.

**VII. usafrTxo, organizebuli da kargad disciplinirebuli garemos Seqmna**

skolis teritoriaze Sesvla unda xorcieldebodes mxolod erTi karidan. skolis Senobisa da misi mimdebare teritoriis dacvas, Senobis specifiurobidan gamomdinare, uzrunvelyofen morigeebi, raTa skolis teritoriaze ar moxvdnen ucxo pirebi.

skolis usafrTxoebis mizniT damontaJdes damatebiTi videoTvali skolis mTel perimetrze da Senobis SigniT

**gansakuTrebuli saWiroebis mqone pirTaTvis adaptirebuli garemos organizeba**

gansakuTrebuli saWiroebis mqone pirTaTvis adaptirebuli garemos mowyobis mizniT, unda ganxorcieldes Semdgomi RonisZiebebi:

a) kibeebze pandusis damontaJeba, fasadis mxares.

b) pirveli sarTulis tualetSi saxelurebis mowyoba.

**moswavlis mier skolis teritoriis datovebis organizeba**

skolis moswavlis mier skolis teritoriis datoveba unda moxdes mas Semdeg, rac klasis damrigeblis mier gafrTxilebuli iqneba, rogorc mSobeli, agreTve, direqciis warmomadgeneli da am moswavleze daSvebuli iqneba saSvi.

moswavleebi skolas datoveben saswavlo procesis damTavrebis Semdeg, garda SeTamxmebuli SemTxvevebisa.

**morigeobis organizeba**

skolis Senobis yvela sarTulze unda dawesdes morigeoba. morigeobis cxrili Sedgeba saswavlo wlis dasawyisSi da gamoikvreba TvalsaCino adgilas.

morige maswavlebeli pasuxs agebs misdami gapirovnebul teritoriis dacvaze, sisufTaveze, moswavleTa disciplinaze da wylisa da eleqtroenergiis ekonomiurad xarjvaze.

**mSoblebisa da stumrebis skolaSi gamocxadebisa da gadaadgilebis organizeba**

skolis gareSe piri skolis teritoriaze daiSveba mxolod administraciasTan SeTanxmebiT, mas Semdeg, rac dadgindeba vizitis mizani, saWiroeba da warmodgenili iqneba vinaobis damadasturebeli dokumenti.

mSoblebis gamocxadebis grafiki dgindeba saswavlo wlis dasawyisSi, damrigebelTan SeTanxmebiT.