



SCHOOL STRATEGIC PLAN

(OBJECTIVE 1) High Academic Achievement for all Students			
(STRATEGY 1) Continuous Curriculum Improvement			
	Timeline	Responsibility	Progress Report
(Action Step 1) Complete assessment of Math curriculum and resources.	When? May 2015	Who? Principal, Staff	<i>When and what happened?</i> <small>2015-2016</small> Assessment of math resources was completed in May of 2015.
(Action Step 2) Develop Reading curriculum and resources. Implement revised Math curriculum and resources. Assess Science curriculum and resources.	May 2016	Principal, Staff	<small>2015-2016</small> Science curriculum and resources were reviewed and revised through professional development, peer observations, and sampling of a variety of instructional resources.
(Action Step 3) Development Math curriculum and resources. Implement Science curriculum and resources. Assess Language Arts curriculum and resources	May 2017	Principal, Staff	<small>2016/2016</small> Teachers utilized supplementary resources, multi-media, and inquiry-based activities in science education which helped to raise ITBS test scores by 36% school-wide.
(Action Step 4) Pursue and develop collaboration with diocesan schools in developing curriculum	May 2017	Principal, Staff	<small>2017-2018</small> Through diocesan collaboration, a uniform curriculum is being developed for religion.
(STRATEGY 2) Establish and Recognize High Standards			
	Timeline	Responsibility	Progress Report
(Action Step 1) Complete review and revision of written Math Curriculum Standards.	When? May 2015	Who? Principal, Staff	<i>When and what happened?</i> <small>2015-2016</small> Assessment of math curriculum completed. Written philosophy and curriculum handbooks updated and implemented.
(Action Step 2) Review and revision of written Science Curriculum Standards.	May 2016	Principal, Staff	<small>2015-2016</small> Science Curriculum Philosophy and Standards were reviewed and in the process of revision. <small>2016-2017</small> Teachers closely monitored Science Curriculum Standards to assure alignment when preparing lessons.
(Action Step 3) Develop a plan to involve students in setting and attaining learning goals.	January 2017	Principal, Staff	<small>2017-2018</small> A decision to administer alternate standardized testing methods was made and will be implemented in the upcoming school year. The use of interim testing will allow teachers and students to see results and set short-term learning goals.
(STRATEGY 3) Provide Quality, Relevant Professional Development			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop and implement a plan for staff training in curriculum and effective instructional strategies	When? January 2017	Who? Principal, Staff	<i>When and what happened?</i> <small>2016-2017</small> The year's professional development topics focused on technology use and applications, such as Google Classroom and Google Apps for Education in day-to-day operations, lesson presentation, and student use.

(Action Step 2) Develop and implement a plan for staff training using relevant data to guide instruction	January 2017	Principal, Staff	2017-2018 Both school staff and diocesan staff reviewed options for implementing alternate standardized tests. It was determined to utilize normative testing through NWEA. Training in administering and analyzing data will be held prior to the start of the next school year.
(Action Step 3) Continue to facilitate professional learning communities and opportunities with diocesan schools	August 2017	Principal, Staff	2015-2016 Developed and began implementation of grade-level, diocesan teacher collaboration meetings. Four grade-level meetings were attended this year. 2015-2016 Implemented a structured plan for regular peer observation and reflective practice. 2017-2018 Enrolled in SCSC Online Professional Learning Center for Teachers where teachers had unlimited access to enrollment in classes to improve reading strategies, working with challenging students, formative assessment and many others.
(STRATEGY 4) Attract and Retain Highly Qualified and Dedicated Teaching Staff			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop a plan for offering regular student teaching opportunities with local universities	When? June 2016	Who? Principal, EAC	<i>When and what happened?</i> 2015-2016 Continued partnership with SMSU hosting several student teachers. 2016-2017 Continued partnership with SMSU hosting several student teachers.
(Action Step 2) Develop and implement a plan for clearly defined compensation structure	March 2017	Principal, Pastor, Admin Council	2016-2017 A clearly defined compensation structure was developed for part-time and hourly employees, which included redefined job descriptions, wage, benefits, and reporting.

(OBJECTIVE 2) Integrated Technology to Enhance Collaborate and Individual Student Learning

(STRATEGY 1) Integration of classroom technology into all classrooms and subject areas

	Timeline	Responsibility	Progress Report
(Action Step 1) Provide staff with training to fully utilize the capabilities of our educational technology	When? August 2017	Who? Principal, Staff	<i>When and what happened?</i> 2016-2017 Staff receiving training using Google Drive and currently use features of drive for collaboration with other teachers and using Google Classroom with students.
(Action Step 2) Develop and implement a plan for student tablet use in classrooms	September 2017	Principal, EAC Teaching Staff, IT Committee	2015-2016 EAC committee collected data from area schools and polled elementary teachers regarding classroom and student use of devices. Data is currently being used to guide further development. 2016-2017 Plans to implement Chromebook use in upper grades and iPad use in lower grades were developed and funds secured. Implementation scheduled for 2017-18 school year. 2017-2018 Chromebooks were purchased and put to regular use in grades 4-6 with the goal of using devices and applications in at least one subject area. Successful implementation resulted in the use of devices and applications in multiple subjects.
(Action Step 3) Develop and implement a plan to model and teach using digital and social tools effectively and responsibly.	June 2017	Principal, Teaching Staff	

(STRATEGY 2) Maintain a computer network and software upgrades that meet the needs of all users

	Timeline	Responsibility	Progress Report
--	-----------------	-----------------------	------------------------

(Action Step 1) Pursue feasibility of hiring IT personnel	When? August 2016	Who? Principal, EAC, Admin Council	<i>When and what happened?</i> ²⁰¹⁶⁻²⁰¹⁷ Determined hiring of IT personnel unsubstantiated at this time, however, have solicited counsel and labor from key people in community.
(Action Step 2) Develop and implement a plan to improve wireless internet access throughout the building	August 2017	Principal, Office personnel, Admin Council	²⁰¹⁵⁻²⁰¹⁶ Quotes have been received to improve access and other communication needs. Purchases and installation are included in the Building & Maintenance Job Priority List. Applied for funding through E-rate. ²⁰¹⁷⁻²⁰¹⁸ Applied and received grant money as well as secured additional funding for the purchase and installation of a firewall, switchboxes and upgraded wiring which was completed in April.

(OBJECTIVE 3) To Be Fiscally Responsible			
(STRATEGY 1) Sustain Enrollment and Operational Vitality			
	Timeline	Responsibility	Progress Report
(Action Step 1) Expand development efforts to focus on marketing, major donors, planned giving, and business partnerships	When? June 2018	Who? Principal, Pastor, EAC, Admin Council	<i>When and what happened?</i> ²⁰¹⁶⁻²⁰¹⁷ Successfully implemented the plan to refocus fundraising efforts which resulted in increased revenue. ²⁰¹⁷⁻²⁰¹⁸ Online giving was made available through improvements to parish media communications.
(Action Step 2) Strengthen partnerships with parish, area faith community, local community and greater community	June 2018	Principal, Pastor, EAC, Development Committee	²⁰¹⁶⁻²⁰¹⁷ Partnered with Adopt-A-Highway to improve community relationships.
(Action Step 3) Develop a plan for regular reporting of the school's successes	June 2016	Principal, Pastor, EAC, Dev. Committee	²⁰¹⁵⁻²⁰¹⁶ School personnel will submit monthly to local press, Facebook page will be updated at minimum twice weekly, and newsletter published quarterly.
(STRATEGY 2) Maintain Affordable Tuition			
	Timeline	Responsibility	Progress Report
(Action Step 1) Expand partnerships with other Catholic schools to share resources	When? June 2018	Who? Principal, Teaching Staff,	<i>When and what happened?</i> ²⁰¹⁵⁻²⁰¹⁶ Partnered with area schools to offer teacher faith formation initiatives and student field trips & lyceums.
(Action Step 2) Develop and implement a plan for a clearly defined tuition increases	March 2017	Principal, Pastor, Admin Council, EAC	²⁰¹⁵⁻²⁰¹⁶ Admin Council has set a tuition increase for the next school year and is currently in discussions with financial advisors to develop a fixed schedule. ²⁰¹⁶⁻²⁰¹⁷ A tuition increase schedule has been developed and implemented.
(Action Step 3) Develop partnerships with parishes outside the Area Faith Community and non-Catholic communities to help promote and advance development initiatives	March 2018	Principal, EAC	²⁰¹⁷⁻²⁰¹⁸ Partnered with non-catholic area churches to include students in community service projects.

(STRATEGY 3) Budget			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop and adhere to a specific plan for setting and maintaining school finances	When? January 2017	Who? Principal, Pastor, Admin Council, Office Personnel	<i>When and what happened?</i> 2015-2016 Admin Council, with direction from professional financial advisor, has assessed current endowment fund investments and is now working to reallocate these funds to more effectively meet short and long-term financial needs. 2016-2017 Administrative Council successfully implemented the plan to reallocate investments resulting in increased revenue. 2017-2018 Principal and school bookkeeper made improvements to recording and reporting procedures which allowed for more accurate budgeting and forecasting for the upcoming fiscal year.
(Action Step 2) Develop a more specific timeline for planned and future expenditures	January 2017	Principal, Pastor, Admin Council, Building Committee	2015-2016 Building & Maintenance Committee has been formed and a Priority Job List has been developed.
(Action Step 3) Improve transparency of financial records	January 2016	Principal, Pastor, Admin Council, Office Personnel	2015-2016 The frequency of published information in the school newsletters and parish bulletins regarding financial records has increased. Oral reporting of financial records at school church events has also increased. 2016-2017 Record/bookkeeping methods have been enhanced to improve tracking and reporting of income and expenses.

(OBJECTIVE 4) High Quality Facilities			
(STRATEGY 1) Ensure Long-term Adequacy of Facilities			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop and implement a plan for refurbishing, maintaining and replacing existing facilities	When? August 2016	Who? Principal, Pastor, EAC, Admin Council, Building Committee	<i>When and what happened?</i> 2015-2016 Building & Maintenance Committee has been formed and a Priority Job List has been developed. 2016-2017 Estimate of costs of Priority Job List have been developed. 2017-2018 Principal and pastor have developed a budget and timeline for Priority Job List items.
(Action Step 2) Develop and implement a plan for cleaning, organizing and managing facilities and inventory	December 2016	Principal, Staff, Custodian	2015-2016 The job requirements of the custodian have been modified to include more comprehensive and thorough management and care of the building and grounds. 2017-2018 A plan to dispose of unused inventory and manage existing inventory was developed.
(STRATEGY 2) Improve Building Accessibility			
	Timeline	Responsibility	Progress Report
(Action Step 1) Pursue options for improving accessibility to the gymnasium	When? June 2018	Who? Principal, Pastor, Building Committee	<i>When and what happened?</i>

(Action Step 2) Pursue options for improving accessibility to upper and lower levels	September 2020	Principal, Pastor, Building Committee	
(STRATEGY 3) Provide a Safe Environment for Children to Succeed			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop and implement a plan for staffing school/parish office in absence of secretary	When? September 2016	Who? Principal, Office staff	<i>When and what happened?</i> 2015-2016 Substitute staff has been identified in absence of the secretary.
(Action Step 2) Enforce VIRTUS Safe Environment compliance of all employees and volunteers	September 2016	Office Personnel Secretary	2015-2016 All employees and volunteers are in compliance of Safe Environment Policy as of May 1, 2016. 2016-2017 All employees were trained in CPR and use of AED.
(Action Step 3) Pursue options for installing an intercom system throughout the building	January 2017	Principal, Pastor, Building Committee	2015-2016 Quotes for an intercom system have been obtained. Installation of a system is now included on the Building & Maintenance Priority Job List. Applied for funding assistance through E-rate. 2017-2018 With the improvement of our wireless communication, the installation of an intercom has been moved to a lower priority at this time.
(OBJECTIVE 5) Effective and Engaging Communication			
(STRATEGY 1) Build High Quality Communication with Internal Stakeholders			
	Timeline	Responsibility	Progress Report
(Action Step 1) Develop and implement a plan for daily communication between office staff and classroom teachers	When? September 2016	Who? Principal, All Staff	<i>When and what happened?</i> 2016-2017 A plan has been developed and is being implemented to ensure office staff communicates timely information to classroom teachers.
(STRATEGY 2) Build High Quality Communication with External Stakeholders			
	Timeline	Responsibility	Progress Report
(Action Step 1) Continue to expand use of electronic and social media to communicate to stakeholders	When? June 2020	Who? All Staff, Development Committee	2016-2017 Alumni mailing list has been updated to include email address which will be used to send newsletters electronically. 2016-2017 A plan to include electronic giving through the parish website is underway.
(Action Step 2) Promote transparency and openness	June 2020	All Staff, Admin Council, EAC	



SCHOOL STRATEGIC PLAN

(OBJECTIVE 6) Lifelong Faith Formation of Students and All

(STRATEGY 1) Continuous Curriculum Improvement

	Timeline	Responsibility	Progress Report
(Action Step 1) Implement the plan for reviewing curriculum on established review cycle, establishing course out-comes in all subjects	When? September 2018	Who? Principal, Pastor, Teaching Staff	<i>When and what happened?</i> 2015-2016 Principal serves on Diocesan committee to develop curriculum standards as a basis for all diocesan school religion curriculum
(Action Step 2) Develop and implement a plan for early childhood faith formation	September 2017	Principal, Pastor, EAC, Religious Ed Dept.	

(STRATEGY 2) Provide Quality Faith Formation for Educators and Parents

	Timeline	Responsibility	Progress Report
(Action Step 1) Assess parents' needs	When? September 2017	Who? Principal, Pastor, Religious Ed. Dept.	<i>When and what happened?</i>
(Action Step 2) Develop and implement a plan for Catechesis for educators	September 2017	All Staff	2017-2018 A plan for catechesis of staff has been developed and ready for implementation in the upcoming school year.
(Action Step 3) Provide opportunities for Catechesis for parents	September 2017	All Staff	2015-2016 In this Year of Mercy, students and teachers created an interactive display located in the church offering both Catechesis on Spiritual & Corporal Works of Mercy and an opportunity for parishioners to pledge to participate. 2016-2017 Celebrating our year's theme, In Communion with Saints, teachers created presentations on several Saints and shared with students and parents through Google Slides and parent letters.