

Sample School  
2017-2020  
Long-Range Plan

*Long-Range Planning Steering Committee*

Advancement, *Chair*

Curriculum

Marketing

Finance

Facilities

Technology

Mission

## Strategic Plan, 2017-2020

### Strategy Area: *Mission*

#### GOAL #1: THE SCHOOL WILL MAINTAIN AND DEMONSTRATE A STRONG CATHOLIC IDENTITY CENTERED IN CHRIST

**Objective #1:** To establish a new clear and easily articulated Mission Statement, the school will focus on this effort in 2017-18

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Draft a new Mission Statement for the school.	Principal/ Mission Com./ Principal	NA	November, 2017	Complete
2. Review draft and revise.	School Board/ Principal	NA	January, 2018	Complete
3. Incorporate new Mission Statement in all school media.	Marketing & Development	NA	July 1, 2018 going forward	Complete

**Objective #2:** To improve Catholic Identity among school families, the school will implement specific programs and practices

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a document of Catholic Identity practices for the school.	Principal/ Faculty	NA	6/30/18	Complete
2. Publish the document on the school's web site and in the school handbook.	Marketing Intern	NA	6/30/19	
3. Increase faith sharing experiences for families: Masses, retreats, events	Principal	NA	6/30/19	On-going
4. Evaluate efforts	Principal	NA	2019-2020	

**Objective #3:** To enhance the Catholic tradition among faculty and staff, the school will provide faculty and staff programs

1. "Commission" all faculty and staff in the Catholic Mission each year.	Principal/ Pastor	NA	9/1/18	Complete
2. Encourage faith formation groups.	Principal	NA	On-going	On-going
3. Evaluate school's Catholic Identity efforts.	Principal/ School Board	NA	9/1/19- 6/30/20	

**Objective #4: To strengthen the Catholic faith among students, the school will ensure Christ-centered school experiences**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Provide regular school-wide and classroom opportunities for prayer.	Principal/ Faculty	NA	On-going	On-going
2. Invite/schedule local Fathers and Brothers to visit the school on a regular basis to participate in events and classroom activities.	Principal Faculty	NA	On-going	On-going
3. Encourage faculty to incorporate faith lessons into curriculum; share ideas.	Faculty	NA	On-going	On-going
4. Establish a Catholic leadership program for the Student Council.	Principal	NA	6/30/18	Complete
5. Provide additional opportunities for students to participate in parish weekend Masses.	Principal/ Pastor	NA	On-going	On-going
6. Evaluate school's Catholic Identity efforts.	Principal/ School Board	NA	9/1/19- 6/30/20	

# Strategic Plan, 2017-2020

## Strategy Area: *Advancement*

### GOAL #1: IMPLEMENT A FULL-TIME SCHOOL DEVELOPMENT AND MARKETING PROGRAM TO INCREASE SCHOOL REVENUES

**Objective #1: To establish a Development and Marketing Program, a job description will be drafted**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a draft job description to include fundraising, enrollment, grant writing, community partnerships, and endowment.	Principal	NA	May, 2017	Complete
2. Seek grant funding to supplement school budget to support a full-time Development and Marketing program.	Advancement Chair	NA	March, 2017	Complete
3. Review responsibilities	Principal	NA	May, 2017	Complete

**Objective #2: To hire a Development and Marketing Director, a job description and salary will be finalized**

1. Finalize job description and set salary for position.	Principal	NA	May, 2017	Complete
2. Development and Marketing Director begins work.	Principal	Budget	May, 2017	Complete

## GOAL #2: INCREASE DONATIONS FROM SCHOOL ALUMNI

**Objective #1: To cultivate alumni, the school will be consistent in its outreach efforts**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Continue to upgrade alumni database with the help of the diocese.	Advancement Director	NA	On-going	Complete
2. Systematically collect alumni email addresses.	Advancement Director	NA	On-going	
3. Provide at least two mailings per Year to alumni.	Advancement Director	\$XX /School operating budget	Spring 2018	
4. Enhance "Alumni" tab on school web site to drive alumni traffic to site.	Marketing Chair	NA	Fall 2019	

**Objective #2: To increase alumni giving, the school will engage alumni more actively in school events**

1. Invite alumni to participate in school events, classroom activities, and school field trips.	Advancement Director	NA	Periodic	
2. Assist Alumni Association to develop and publicize alumni events	Advancement Director/ Alumni Assoc.	NA	Periodic	

**GOAL #3: DEVELOP AND ENHANCE KEY PARTNERSHIPS IN THE COMMUNITY**

**Objective #1:** To strengthen existing relationships with the local College, the school will develop an Agreement with the College.

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Inventory existing relationships with Local College throughout the school and examine additional possible relationships.	Principal/ Faculty	NA	February, 2018	Complete
2. Develop a Memorandum of Understanding with the C to memorialize all existing and new relationships with the C.	Principal/ School Board/PC	NA	June, 2019	

**Objective #2:** To increase enrollment from other parishes without schools, the school will strengthen relationships with selected parishes

1. Select 6-8 parishes that don't have a school and develop a relationship with them to recruit students from those parishes to attend our school.	Principal/ Advancement Director	NA	October, 2017	On-going
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**Objective #3:** To attract more Hispanic families, the school will establish relationships with the Latino Community

1. Develop strategies for reaching out to Latino leaders and churches for attracting families who might be solicited for our School.	Principal/ PSO	NA	2017-2018 school year	On-going
2. Develop and enhance Hispanic Cultural opportunities at our School	Principal/PSO/ parents	NA	2017-2018 school year	On-going

**GOAL #4: EXPAND EXISTING SCHOOL FUNDRAISING EFFORTS TO LESSEN DEPENDENCE ON TUITION REVENUES**

**Objective #1: To increase school revenues, the school will seek corporate sponsorships for selected school initiatives**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a roster of sponsorship opportunities to include: Harvest Festival, scholarship funding, field trips, school improvements, and school Endowment.	Advancement Director	NA	December, 2018	
2. Develop a School Board Advisory Council comprised of alumni, businesses, and parishioner to help guide and solicit local corporate sponsorships.	Advancement Chair	NA	June, 2019	
3. Work with Diocese to expand the State Scholarship Tax Credit program	Business Manager	NA	On-going	
4. Develop an ad hoc committee to coordinate business solicitations.	Advancement Director	NA	January, 2019	

**Objective #2: To fund special projects and initiatives, the school will seek foundation grants for selected school initiatives**

1. Research local and national Foundations aligned with school needs.	Advancement Chair & Director	NA	On-going	
2. Solicit 8-10 grants per year	Advancement Chair & Director	NA	On-going	



# Strategic Plan, 2017-2020

## Strategy Area: *Marketing*

### GOAL #1: INCREASE STUDENT ENROLLMENT TO MEET SCHOOL CAPACITY

Objective #1: Increase enrollment to 250-260 by the 2019-20 school year, the school will increase enrollment by 20-30 students/year

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop and print school brochures to highlight school academics, extracurricular activities, and school graduates	Advancement Director/ Marketing Intern	\$XX - \$XX/Operating funds	January, 2019	
2. Enhance web site on a regular Basis. Create relevant and updated content with widespread participation.	Marketing Intern	NA	Monthly	On-going
3. Regularly communicate with all prospective student families who inquire about enrollment.	Admissions Director	NA	Monthly	On-going
4. Work with selected parishes who do not have a school to publicize our School. (see Advancement also)	Advancement & Admissions Directors	NA	November-February each year	On-going
5. Actively engage existing school parents in marketing the school to prospective families through parent ambassador program.	Advancement Director / Parent Ambassador Coordinator	NA	August, 2018	Complete

## GOAL 2: PROVIDE A COMBINED MARKETING AND SCHOOL DEVELOPMENT PROGRAM

**Objective #1: To provide a continuous marketing effort, the school will combine marketing and development services**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a job description that Combines marketing and development job responsibilities.	Principal	NA	May, 2017	Complete
2. Hire a full-time person (see Advancement, Goal 1)	Principal	Budget	May, 2017	Complete

**Objective #2: To increase marketing efforts, the school will develop a Marketing Internship program with local colleges**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop marketing internship job description.	Advancement Director	NA	July, 2017	Complete
2. Explore internship programs with local College(s)	Advancement Director	NA	August-September, 2017	Complete

**Objective #3: To provide increase awareness of the School in the community, the school will implement public relations activities**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a variety of no cost public Relations strategies revolving around existing school events; put together a database of these strategies.	Advancement Director	NA	December, 2018	
2. Implement one strategy/month.	Advancement Director	NA	Monthly	

# Strategic Plan, 2017-2020

## Strategy Area: *Facilities*

### GOAL 1: IMPLEMENT ACTIONS TO ADDRESS SHORT TERM FACILITY NEEDS

**Objective #1: To accommodate the demand from families for Pre-K3, the school will provide space for a new Pre-K3 program**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Determine capacity for students and physical alterations required in the existing library space.	Principal/ Facilities Chair	NA	May, 2017	Complete
2. Provide strategy for other spaces in the school for library resources.	Principal/ Faculty	NA	June, 2017	Complete
3. Move existing library books to other school spaces.	Volunteers	NA	July, 2017	Complete
4. Implement space alterations and purchase items needed for Pre-K3 space.	Business Manager	\$XX /Fundraising proceeds	June-July, 2017	Complete

**Objective #2: To enhance STEM learning, the school will provide space for a new “Makerspace”**

1. Determine potential “Makerspace” learning activities.	Principal/ Faculty	NA	May, 2017	Complete
2. Determine alterations and equipment needed to convert existing teacher workroom.	Principal/ Faculty/ Custodian	NA	June, 2017	Complete
3. Implement alterations/equipment.	Custodian	\$XX/Fundraising proceeds	July, 2017	Complete

**Objective #3: to improve the school playground and play experience, the school will replace the existing playground play structure**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Apply for a KaBoom grant	Principal/ Volunteer	NA	May, 2017	Complete
2. Seek \$XX,000 funding from local foundations, alumni and businesses	Advancement Director	NA	June, 2017	Complete
3. Hold workshops to select new play equipment.	Faculty/ Parents	NA	September, 2017	Complete
4. Organize a “community build” to build new playground.	Facilities Chair/ Parents	\$30,000	April, 2017	Complete

**Objective #4: To improve the overall playground area across from the school, the school will implement several initiatives**

1. Determine needs: turf, fencing, tree pruning, parking, signage, lighting.	Facilities Chair	NA	May, 2017	Complete
2. Engage landscape architect to develop a site improvement plan.	Principal/ Business Mngr.	\$1,200/Donation	June, 2017	Complete
3. Develop cost estimates	Landscape Architect	NA	June, 2018	Complete
4. Raise funds.	Advancement Director	NA	2018-2019 School Year	On-going
5. Implement improvements.	Principal/ Facilities Chair	\$XX,000-\$XX,000/ grants & volunteers	August, 2019	

**Objective #5: To improve entrance area of the school building, the school will develop low cost options**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
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1. Develop front entrance site improvement plan to include landscaping, outdoor seating, walkways, site signage, building sign, and front door.	Facilities Chair/	NA	November, 2018	
2. Develop cost estimates.	Facilities Chair	NA	November, 2018	
3. Review plan	Principal/ Faculty	NA	December, 2018	
4. Raise funds	Advancement Director	NA	2018-2019	
5. Implement improvements in phases.	Facilities Chair/ Business Mngr.	\$ TBD	2019-2020	

**Objective #6:** To improve aesthetics of the common areas of the school, the school will examine low cost options.

1. Determine hallway, entrance vestibule, gym, and restrooms, stairwells needs and options.	Principal/ Facilities Chair	NA	August, 2018	Complete
2. Seek volunteer interior designer consultant	Principal/ Facilities Chair	NA	November, 2018	
3. Develop concepts and costs.	Consultant	NA	December, 2018	
4. Raise funds	Advancement Director	NA	2018-2019	
5. Implement improvements in phases.	Facilities Chair	\$ TBD	2019-2020	

**GOAL 2: IMPLEMENT ACTIONS TO ADDRESS MEDIUM TERM FACILITY NEEDS**

**Objective #1:** To improve the existing heating system, the school will investigate alternative strategies, costs, and funding

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Hire HVAC engineer to assess existing radiators and heating controls.	Facilities Chair/ Business Mngr.	\$XX /operating	December, 2017	Complete
2. Hire architect to recommend new classroom and office window systems that are more energy efficient.	Facilities Chair/ Business Mngr.	\$XX /Grant and/or Annual Appeal	January, 2018	Complete
3. Develop and review cost estimates	Architects Facilities Chair/ Business Mngr/	\$ TBD	April, 2018	Complete
4. Develop a funding strategy and Implementation time line.	Business Mngr/ Advancement Director	\$ TBD/Grants	February, 2019	

**Objective #2: To provide air conditioning in portions of the school, the school investigate options, costs, and funding**

1. Examine cost of upgrading existing electrical service to accommodate AC.	Contractor/ Facilities Chair Business Mngr.	\$ TBD/Funding TBD	June, 2017	Complete
2. Seek funding for #1	Development	NA	2018-2019	
3. Upgrade electrical service.	Contractor	\$ TBD	April, 2019	
4. Hire HVAC engineer to develop bid documents and estimated costs for air conditioning	Facilities Chair/ Business Mngr.	\$XX /Annual Appeal	October, 2019	
5. Seek funding for #2.	Development	NA	2019-2020	
6. Implement AC installation	Contractor	\$ TBD/Grants	Summer, 2020	

### GOAL 3: IMPLEMENT ACTIONS TO ADDRESS LONG TERM FACILITY NEEDS

**Objective #1: To determine future roof repairs/replacement, and masonry repairs, the school will assess existing conditions**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Request 3 contractors to inspect, assess, and provide quotes.	Facilities Chair	NA	April, 2019	
2. Provide written reports.	Facilities Chair	NA	June, 2019	
3. Develop funding strategies	Advancement Director	NA	October, 2019	
4. Implement improvements in phases.	Contractors	\$ TBD	2019-2020	

**Objective #2: To explore provide for handicap accessibility to the school, the school will look at options and implementation issues**

1. Hire architect to develop concepts for an elevator shaft that would provide handicap access to all floors of the building.	Facilities Chair/ Business Mngr.	\$XX /Grant	June, 2019	
2. Develop cost estimates	Architect	\$600/Grant	October, 2019	
3. Develop funding strategies	Development	NA	May, 2020	
4. Develop construction documents	Architect	\$XX /Grant	TBD	
5. Implement construction	Contractor/ Facilities Chair	\$XXX-XXX,000/ Grant	TBD	

## Strategic Plan, 2017-2020

### Strategy Area: *Finance*

#### GOAL 1: INCREASE SCHOOL'S FINANCIAL TRANSPARENCY FOR THE SCHOOL AND PARISH COMMUNITIES

**Objective #1:** To provide information about the school's finances, the school will provide periodic reporting on the school's budget

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Develop a policies and procedures manual for the school Business Office that covers purchasing, accounts payable, accounts receivable, cash management, and budget development.	Business Manager	NA	6/30/18	Complete
2. Develop a schedule of financial reports and financial indicators for the Principal, Pastor, School Board, parents, and fundraising event committees that reflects the information needs of each.	Business Manager & Finance Chair	NA	2/30/19	Complete



## GOAL 2: IMPLEMENT COST SAVINGS IN SCHOOL'S PURCHASING

**Objective # 1: To reduce expenses by getting competitive prices, the school will develop a formal purchasing system**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Using the general purchasing policies developed for Goal #1, develop very specific procedures for faculty, staff, and school event committees that govern purchasing requests and tracking requests.	Business Manager	NA	6/30/18	Complete
2. Create and amend as needed a list of preferred vendors for all the school's purchases that weighs pricing, quality, and timeliness.	Business Manager	NA	On-going	
3. Investigate Diocese of Providence cooperative purchasing arrangements.	Business Manager	NA	12/30/18	
4. Develop formal bidding documents and procedures for snow removal and for all facility repairs.	Business Manager	NA	12/30/18	

**Objective #2: To provide for timely major school improvements, the school will develop a capital reserve account**

1. Coordinate with Facility Committee and Technology Committee to update annually a list and cost of major facility improvements.	Principal/ Business Mngr./Facilities & Tech Chairs	NA	On-going	
2. Coordinate with Development Office fundraising and revenue plans to fund major facility improvements	Business and Development Offices	NA	On-going	

### GOAL 3: FORECAST FUTURE INCOME AND EXPENSES

**Objective #1:** To insure funding needed for future expenses, the school will develop a three-year operating and capital improvements budget

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Using existing income and expenses, develop assumptions, trends, and scenarios affecting school budgets for the following two years and develop a Budget Notebook to guide future budget work.	Business Manager	NA	2/1/2019	
2. Assess future staffing and benefits each year with the Principal.	Principal/ Business Office	NA	January-April of each year	On-going
3. Coordinate operating and capital Improvement revenue needs for future budgets with Development Office	Business Office/Develop ment Office	NA	On-going beginning 7/1/18	On-going

# Strategic Plan, 2017-2020

## Strategy Area: *Technology*

### GOAL 1: DEVELOP A THREE-YEAR REPAIR, UPGRADE AND REPLACEMENT PLAN FOR SCHOOL TECHNOLOGY HARDWARE

**Objective #1:** To minimize downtime of existing technology, the school will assess, upgrade, and replace hardware as needed

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
<p>1. For the following hardware, assess and document repairs needed and performance; determine items and parts to be repaired, upgraded, or replaced:</p> <ul style="list-style-type: none"><li>• Chromebooks</li><li>• Mac Mini's</li><li>• Projectors</li><li>• iPads</li></ul>	Technology Chair	NA	Spring 2017	Complete
<p>2. Implement repairs, upgrades or replacements for items in #1 in phases.</p>	Technology Chair	TBD	Fall 2018	On-going
<p>3. For Windows operating computers, identify small form factor Windows computers for school to use when needed (no more purchasing of towers)</p>	Technology Chair	TBD	Spring 2017	On-going
<p>4. Determine a centralized storage Area for hardware spares for quick replacement to minimize downtime.</p>	Principal	NA	6/1/2018	Complete

## GOAL 2: IMPROVE AND UPGRADE SCHOOL'S NETWORK INFRASTRUCTURE

**Objective #1: To improve school's network wiring, assess existing wiring.**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Examine wiring to determine the extent of CAT5e or CAT6 wiring is being used.	Technology Chair	NA	Fall 2017	Complete
2. Trace wires to each room to determine if additional drops and repairs are needed.	Technology Chair	NA	Fall 2017	Complete
3. Run new network wire as needed.	Technology Chair	TBD	Fall 2017	Complete

**Objective #2: To improve network hardware, determine best options for replacing or upgrading**

1. Replace existing network switches with a 1 x 48 port switch.	Technology Chair	\$XX /Budget	Fall 2017	Complete
2. Replace WiFi hardware and configure.	Technology Chair	\$XX /Budget	Fall 2017	Complete
3. Remove Mac Server and configure as spare Mac.	Technology Chair	TBD	Spring 2018	

### GOAL 3: IMPROVE THE EFFICIENCY OF THE SCHOOL'S TECHNOLOGY

#### Objective #1: To improve cybersecurity defenses, standardize cybersecurity software

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Install and configure firewall device.	Technology Chair	Donation	Spring 2017	Complete
2. Standardize antivirus platform	Technology Chair	TBD	Spring 2019	

#### Objective #2: To upgrade internet and phone services, evaluate best options for the school

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. Evaluate options from Cox and FIOS and choose best fit for school with the following considerations in addition to price:  --ideally get phone and internet from same provider; --service needs to qualify for State E-Rate for 2018	Business Manager	NA	Spring 2016	Complete
2. Evaluate alternate phone system hardware; replace existing if value is worth it to the school's operation.	Business Manager	\$3000/Budget	Spring 2017	Complete

**Objective #3: To enhance the use of classroom projectors, install Apple TV's on classroom projectors**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
1. As this will allow teachers to “cast” their screens wirelessly, explore the ease and feasibility of doing this.	Technology Chair	TBD	Spring 2019	

**Objective #4: To improve day-to-day performance of the school technology, provide for on-call daytime technology support services**

1. Document and log daily issues with existing school technology for three months to determine the types of on-call technology assistance needed by the school.	Principal	NA	Fall 2018	On-going
2. Develop a scope of services for on-call technology services.	Principal	NA	Spring 2019	
3. Explore what other Diocesan schools are doing for technology support—both elementary and high schools.	Business Manager	NA	Fall 2018	Complete
4. Using Craigslist and other internet services, seek individuals to provide on-call technological services.	Business Manager	NA	Spring 2019	
5. Contract for the on-call services.	Business Manager	NA	Fall 2020	

## Strategic Plan, 2017-2020

### Strategy Area: *Curriculum*

#### GOAL #1: SCHOOL WILL DEVELOP, IMPLEMENT, AND ASSESS A NEW ENGLISH LANGUAGE ARTS AND SOCIAL STUDIES CURRICULUM.

**Objective #1:** To develop, implement, and assess a new English Language Arts and Social Studies curriculum, the school will brainstorm and develop a grade specific chronology of skills (i.e. proper use of technology, critical thinking, collaboration, creativity, problem solving, etc.) that are necessary for 21st century citizenship.

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
Establish Curriculum Team to perform school visits, present curriculum options, and compose curriculum. Open to all interested faculty and ideally with broad representation across grade levels.	Principal	Funding for either substitutes during school days or for compensatory pay after school hours depending upon the consensus of the committee.	March 2017	Complete
Utilizing input from faculty and staff, curriculum team establishes list of schools and outlines goals of visits for participating faculty members.	Faculty and Curriculum Team		April 2017	Complete
Faculty and staff will visit a variety of nearby schools to gather ideas and information regarding how local schools	Various Faculty and Staff	Substitutes for teachers on visits	April - October 2017	Complete

<p>establish excellence in their Social Studies and English Language Arts curriculum.</p> <p>Faculty and staff will meet over one half-day professional days to map current skills being taught from Pre-K through eighth grade in English Language Arts.</p> <p>Faculty and staff will meet one half-day professional day to brainstorm new ways to develop the skills for an excellence based, resource rich ELA and Social studies curriculum. Faculty and staff will leave this professional day with a clear list of necessary desired learnt skills in both subject areas.</p> <p>Education professor from local college presents ideas on curriculum mapping and format.</p> <p>Faculty and staff will meet for one half-day professional day to establish chronology for desired learnt skills in ELA</p> <p>Faculty will pilot curriculum innovations in teaching skills that are necessary for 21st century citizenship.</p> <p>Ongoing assessments of curriculum effectiveness.</p>	<p>Faculty and staff</p> <p>Faculty and staff</p> <p>Principal and Relevant Faculty</p> <p>Faculty and staff</p> <p>Faculty</p> <p>Faculty and students</p>	<p>N/A</p>	<p>August 2017</p> <p>October 2017</p> <p>In conjunction with half day for brainstorming in October 2017</p> <p>November 2017</p> <p>August 2018 - June 2019</p> <p>2018-2019 School Year</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
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**Objective #2:** To develop, implement, and assess a new English Language Arts and Social Studies curriculum, the school will develop Social Studies curricula that connects to the newly established skills necessary for 21st century citizenship and that successfully prepares students for the study of history in high school.

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
Curriculum Team will visit a variety of nearby schools to gather ideas and information regarding how local schools establish excellence in their Social Studies and English Language Arts curriculum.	Curriculum Team	Substitutes for teachers on visits	April - October 2017	Complete
Curriculum Team will meet for one half-day to discuss attractive options for Social Studies content areas to be presented to staff in future meeting.	Curriculum Team		November 2017	Complete
Faculty and staff will meet for one half-day professional day to establish chronology for desired Social Studies content areas.	Faculty and staff		December 2017	Complete
Curriculum Team composes first draft of Social Studies/Skills curriculum.	Curriculum Team	Funding for either substitutes during school days or for compensatory pay after school hours depending upon the consensus of the committee.	March 2018	Complete
Curriculum Team meets with Principal to review and revise curriculum drafts.	Curriculum Team and Principal		March 2018	Complete

**Objective #3:** To develop, implement, and assess a new English Language Arts and Social Studies curriculum, the school will develop an English Language Arts curriculum that connects to both the newly established Social Studies content areas and skills necessary for 21st century citizenship.

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
<p>Curriculum Team presents rough draft of Social Studies/ELA Skills curriculum to the faculty and provides two questions for faculty.</p> <ol style="list-style-type: none"> <li>1. Are there any necessary revisions of the proposed curricula?</li> <li>2. How are you going to integrate these two curricula?</li> </ol>	Faculty and staff		March 2018	Complete
<p>Faculty and staff will brainstorm for curriculum revisions and methods of integration between Social Studies and ELA curricula with assistance of Curriculum Team.</p>	Faculty and Curriculum Team		April 2018	Complete
<p>Curriculum Team conducts necessary revisions of Social Studies and ELA curricula based on recommendations of faculty and staff.</p>	Curriculum Team	Funding for either substitutes during school days or for compensatory pay after school hours depending upon the consensus of the committee.	June 2018	Complete
<p>Faculty implements pilot programs of new Social Studies and ELA curricula.</p>	Faculty		2018-2019 School Year	
<p>Ongoing assessments of curriculum effectiveness.</p>	Faculty and students		2018-2019 School Year	

**Objective #4: To develop, implement, and assess a new English Language Arts and Social Studies curriculum, the school will compose English Language Arts and Social Studies curricula that connect to other content areas.**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
Faculty and staff will brainstorm for methods of integration between new Social Studies and ELA curricula and other content areas (Religion, math, science, technology, foreign language, art, music) with assistance of Curriculum Team.	Faculty and Curriculum Team		April 2018	Complete
Curriculum team will meet with faculty to discuss implementation of cross-curricular opportunities.	Faculty and Curriculum Team		April-May 2018	Complete
Faculty pilot and assess methods of cross-curricular studies.	Faculty		August 2018 - June 2019	
Curriculum team documents implementation of cross-curricular studies through collection of lesson plans that demonstrate cross-curricular learning.	Curriculum Team and Faculty		October 2018	

**Objective #5: To develop, implement, and assess a new English Language Arts and Social Studies curriculum, the school will compose English Language Arts and Social Studies curricula that connect to enrichment activities (i.e. field trips).**

ACTION	WHO	COST/FUNDING	DUE DATE	STATUS
Curriculum team and principal, considering recommendations from the faculty, will meet with school financial officers to develop appropriate funding for activities.	Curriculum Team, Principal, Financial Officers		February 2018	Complete

<p>Curriculum team will meet with faculty to brainstorm enrichment activities that align with new Social Studies and ELA curricula.</p>	<p>Curriculum team and faculty.</p>		<p>April 2018</p>	<p>Complete</p>
<p>Curriculum, utilizing information provided by faculty lesson plans, will develop list of consistent field trips for purpose of school marketing.</p>	<p>Curriculum Team, Marketing Representatives, and Development</p>		<p>October 2018</p>	<p>Complete</p>