



Sacred Heart

CATHOLIC SCHOOL

Strategic Plan

2015 - 2019

Sacred Heart Catholic School

**Strategic Plan
2015 – 2019**

Approved and Adopted by the Sacred Heart Catholic School Board

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Sacred Heart Catholic School

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Strategic Plan History, Purpose and Background

In 2007, Sacred Heart Catholic School formalized the strategic planning process by inviting members of the Sacred Heart Catholic School community of parishioners from Sacred Heart Parish and Our Lady of the Rosary Parish, teachers, parents, school administrative staff, and the school board to provide input about the direction the school should take. This document has been updated by the community to reflect our values and the goals and actions we will take to achieve such.

The plan is designed to be a rolling five-year document defining the school's vision, mission, operating philosophy, goals and objectives. An annual review of the plan will occur each spring and an update of future goals and objectives will be developed.

Definitions/Explanation of Terms:

Vision Statement – a statement about the future and the school's role in it

Mission Statement – a brief description of the school's fundamental purpose; why do we exist?

Beliefs – our core values

Goals – areas of focus to accomplish the mission; to increase, decrease or maintain something

Objectives/Strategies – reflect measured progress toward the goal; how we will achieve the goal

Actions – specific tasks to accomplish an objective; how the objectives will be accomplished (activities)

Measures – how we determine achievement of the goals

Person(s)/Committee Responsible – the person, persons or school board committee responsible for the completion of the action

Target Date – the date established as the expected start and completion of the action

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Sacred Heart Catholic School History and Philosophy:

Since 1958, Sacred Heart Catholic Elementary and Middle School has excelled in educating the children of the Treasure Valley. We are directly connected to the communities of Sacred Heart and Our Lady of the Rosary parishes, yet we are open to all who desire for their child an exceptional education founded in Catholic beliefs and values.

Sacred Heart Catholic School offers a pre-school through 8th grade education. Our focus is to assist each child to be successful in academic endeavors as well as foster spirituality. Our particular charisms include the spiritual well-being of each child. This also includes assisting each child in living the Gospel. We reach out to our parishes and greater Boise community through various service projects.

Sacred Heart Catholic School enhances the lives of our students through a curriculum which develops their full potential, nurtures a positive self-image, and guides them to strive for excellence. By providing an atmosphere of mutual respect, acceptance and love, students are inspired to live out God's will in their lives. We develop within our students the tools to succeed in high school and life.

Sacred Heart Catholic School Vision:

To light the fire of knowledge, academic excellence, service and God's love

Sacred Heart Catholic School Mission:

As Children of a loving God, the mission of Sacred Heart Catholic School is to assist families in educating and fostering growth of the whole child – spiritually, intellectually, emotionally, and physically. Together we will guide our children to live as Christian members of the world community.

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Our Beliefs:

- We strive to emulate Jesus Christ founded in Catholic teaching.
- Students are inspired to live out God's will in their lives.
- Parents, teachers, school staff and Parish Communities work together to educate our children.
- Given a safe, caring, nurturing environment, all children can excel.
- We have a social responsibility to share our time, talents and resources with others.
- We value each student for the unique gifts they possess.
- The leaders of tomorrow develop here.
- Volunteerism is the cornerstone to the success of our school.

Goal #1: Spirituality:

The spirituality of our students will be nurtured with education in a compassionate, safe, and God (Jesus)-centered environment. The students will have opportunities to explore, learn and live their (our school's) Catholic identity, through their lessons and planned activities. Parents are encouraged to develop spirituality as a family through their own church and faith journey and by discussing the ethical and moral challenges facing our world today. **Spirituality Vision – With our Blessed Mother, sow Christ’s love and light, in a changing world.**

Objectives/Strategies	Actions	Person(s)/Committee Responsible	Target Date
1.1. Strengthen Communication with School Families and Parishes	1.1.1. Support families as the primary spiritual educators of the children	1.1.1. Priests/ Deacons/ Sacred Heart Community	Ongoing
	1.1.2. Continue Effective Communication with stakeholders	1.1.2. Principal/Marketing Director	Ongoing
	1.1.3. Develop & maintain consistent themes between church and school, following the Magisterium of the Church	1.1.3. Spirituality Committee	Ongoing
	1.1.4. Invite priest/deacons to visit and present in the classrooms	1.1.4. Spirituality Committee	2014-2015
	1.1.5. Provide articles from school for newsletters (bulletins) for Sacred Heart and Our Lady of the Rosary	1.1.5. Marketing Director	2014-2015

	<p>1.1.6. Integrate the Church's Liturgical Year into religious education</p> <p>1.1.7. Continue to support middle school youth group participation</p>	<p>1.1.6. Spirituality Committee</p> <p>1.1.7. Principal, teachers, youth ministers</p>	<p>2014-2015</p> <p>Ongoing</p>
<p>1.2. Provide opportunities for students to understand & embrace stewardship</p>	<p>1.2.1. Develop an understanding of social justice and the student's role in society</p> <p>1.2.2. Assist each student in understanding how best to give of their time, talent, and treasure</p> <p>1.2.3. Develop service learning programs for each grade</p>	<p>1.2.1. Priest/ Deacons/ Sacred Heart Community</p> <p>1.2.2. Parents, Principal, Teachers, etc.</p> <p>1.2.3. Curriculum & Spirituality Committees</p>	<p>Ongoing</p> <p>Ongoing</p> <p>2014-2015</p>
<p>1.3. Live our Catholic identity</p>	<p>1.3.1. Liturgical Education after school Masses</p> <p>1.3.2. Encourage participation in the sacraments & liturgies in and out of school</p> <p>1.3.3. Student greeters in uniform at parish Masses (SH and OLR)</p>	<p>1.3.1. Priest, Deacons</p> <p>1.3.2. Priests, Parents, School Community</p> <p>1.3.3. Spirituality Committee, Marketing Committee</p>	<p>Monthly</p> <p>Ongoing</p> <p>Biannually (Nov. & Jan.)</p>

	1.3.4. Opportunities for students to participate in adoration	1.3.4. Principal, teachers	Ongoing
	1.3.5. Foster a consistent, meaningful prayer life	1.3.5. Spirituality Committee	Annually
	1.3.6. Foster an understanding of God's vocational call for each person.	1.3.6. Parents, Priest/Deacons, School Staff	Ongoing
	1.3.7. Invite consecrated religious to share their stories with students; to include priests, deacons, nuns and religious brothers	1.3.7. Spirituality & Curriculum Committees	Annually
	1.3.8. Develop programs to recognize students who live up to the School Wide Learning Expectations, and hold accountable those who are living contrary to these Expectations	1.3.8. Principal & School Staff	Annually
	1.3.9. Provide opportunities for teachers to attend national religious education conferences	1.3.9. Principal & Finance Committee	Annually

Goal #2: Curriculum:

To develop in our students the desire to learn through an engaging curriculum that achieves rigorous academic standards while maintaining our Catholic beliefs and teachings. We will continue to adjust our learning environment and programs to ensure that our students are prepared to meet the ever changing challenges of the 21st century.

Objectives/Strategies	Actions	Person(s)/Committee Responsible	Target Date
2.1. Employ teaching methods and strategies to meet the needs of various learners and learning styles	2.1.1. Develop a Child Success Team to help support students and their teachers 2.1.2. Provide professional development for teaching staff and resource material for Child Success Team 2.1.3. Outside the classroom experiences, i.e. field trips, guest speakers	2.1.1. Principal & Counselor 2.1.2. Principal & Curriculum Committee 2.1.3. Principal, Teachers, & Curriculum Committee	2014 2014-2015 Annual
2.2. Provide an excellent Standards-based curriculum	2.2.1. Provide textbooks and resources to support curriculum	2.2.1. Principal, Curriculum Committee, & Finance Committee	Annual
2.3. Evaluate potential additions to curriculum	2.3.1. Continue to investigate new opportunities for service learning	2.3.1. Curriculum Committee/ Teachers	Annual

	2.3.2. Investigate addition of foreign language programs 2.3.3. Investigate opportunities for band/orchestra programs	2.3.2. Curriculum Committee/Principal 2.3.3. Curriculum Committee/Music Teacher	2015/2016 2015/2016
2.4. Provide opportunities for faculty growth and development	2.4.1. Investigate budgeting options for professional development 2.4.2. Coordinate committee of teachers to plan professional development	2.4.1. Finance Committee/Principal 2.4.2. Principal and teachers	2015/2016 2015/2016
2.5. Create and define growth & performance goals	2.5.1. Establish attainable and measurable growth & performance goals for math, reading and writing 2.5.2. Maintain WCEA Accreditation	2.5.1 Principal, staff and Curriculum Committee 2.5.2. Principal/School Board	2015/2016 2016/2017

Goal #3: Budget and Finance:

Establish an on-going financial plan that provides a framework for generating incremental funds for current and future financial needs. Provide for consistent, coordinated fundraising efforts to finance vision, while maintaining access to an affordable education.

Objectives/Strategies	Actions	Person(s)/Committee Responsible	Target Date
3.1. Maintain a financial plan that identifies and provides for the future needs of the school	3.1.1. Utilize zero balance budget process for School Year	3.1.1.Finance Committee	Annual
	3.1.2. Create a capital account and separate operating budget	3.1.2.Finance Committee	2015/2016
	3.1.3. Work towards fund raising efforts that would go to capital projects and not operating expenses	3.1.3.Finance Committee and H&S	2017/2018
	3.1.4. Communicate financial needs with Sacred Heart and Our Lady of the Rosary parish leaders	3.1.4.Finance Committee/ Principal/ Marketing Director	Annual

<p>3.2. Improve current fundraising activities and establish new methods and processes for increasing donations</p>	<p>3.2.1. Continue to grow enrollment</p> <p>3.2.2. Research all potential sources of funding for school & capital improvement</p>	<p>3.2.1. Marketing Director & Committee</p> <p>3.2.2. Marketing Director</p>	<p>2015/2016</p> <p>Annual</p>
<p>3.3. Assist the Catholic Schools Foundation of the Sacred Heart in increasing donations and reduce utilization of base principal funds</p>	<p>3.3.1. Increase communication of the benefits of donations to the Foundation</p> <p>3.3.2. Maintain updated Foundation information on school web site</p>	<p>3.3.1. Marketing Director/ Foundation Board</p> <p>3.3.2. Marketing Director</p>	<p>Annual</p> <p>Annual</p>
<p>3.4. Evaluate success of Marketing Director position, with the possibility of expanding position responsibilities</p>	<p>3.4.1. Write official job description for position, in conjunction with evaluation</p> <p>3.4.2. Develop goals for enrollment, grants, donations, etc.</p>	<p>3.4.1. Principal/ Foundation Board/ Development Director</p> <p>3.4.2. Principal/ Marketing Director/ School Board</p>	<p>2015/2016</p> <p>2015/2016</p>

Goal #4: Marketing / Public Relations:

Build and Maintain Community awareness to increase enrollment.

Objectives/Strategies	Actions	Person(s)/Committee Responsible	Target Date
<p>4.1. Strengthen and maintain relationships with all stakeholders (SH and OLR parishioners, school admin staff, parents, faculty, alumni, etc.)</p>	<p>4.1.1. Use parish bulletin and other communication tools to highlight students, activities, teachers, vision, etc.</p>	<p>4.1.1. Marketing Committee</p>	<p>Annual</p>
	<p>4.1.2. Maintain electronic communication with stakeholders</p>	<p>4.1.2. Marketing Committee/ Administrative Assistant</p>	<p>Annual</p>
	<p>4.1.3. Maintain effective communication between parents and teachers</p>	<p>4.1.3. Teachers/ Parents/ Principal</p>	<p>Annual</p>
<p>4.2. Update and expand marketing materials</p>	<p>4.2.1. Develop new types of marketing materials & strategies</p>	<p>4.2.1. Marketing Director & Committee</p>	<p>2015/2016</p>
	<p>4.2.2. Develop a plan to disseminate marketing information, making use of parents</p>	<p>4.2.2. Marketing Committee</p>	<p>2016/2017</p>
	<p>4.2.3 Conduct a survey of parents to identify school strengths and areas for growth</p>	<p>4.2.3. Marketing Director & Committee</p>	<p>2015</p>

4.3. Develop and implement a plan or campaign to to increase community awareness of the school and its identity	4.3.1. Increased participation and communication in parishes	4.3.1. Marketing Director & Committee/ Principal	2016
	4.3.2. Further develop mentor program for new families	4.3.2. Marketing Committee/ Home & School	2015/2016

Goal #5: Capital Improvement:

Provide for a safe, well-functioning, and attractive facility that supports our teachers in their duties to educate our students. By providing such a facility, we plan to have buildings and grounds that promote the best opportunity for our students to learn and improve their intellectual, physical, personal, and spiritual talents. Also, such a facility should encourage a sense of community that our students, teachers, staff, parents, parishioners, and neighbors will be proud to have and support.

Objectives/Strategies	Actions	Person(s)/Committee Responsible	Target Date
5.1. Plan for growth and improvement in the facilities	5.1.1. Evaluate current facilities and potential for remodel or expansion, especially preschool, music, and reading	5.1.1. Sacred Heart School Board & Principal	2016

<p>5.2. Safety for the students & faculty</p>	<p>5.2.1. Identify safety concerns for current facilities and establish corrective plan</p> <p>5.2.2. Provide mechanism to correct any safety concerns identified</p> <p>5.2.3. Address parking and traffic safety issues</p> <p>5.2.4. Communicate safety/ security procedures in the school newsletter and SH and OLR parish bulletins to inform parents of protocol</p>	<p>5.2.1. Maintenance/ Physical Plant Committee/ Safety Committee</p> <p>5.2.2. Maintenance/ Physical Plant and Safety Committees</p> <p>5.2.3. Safety Committee/Principal</p> <p>5.2.4. Principal/ Marketing Committee</p>	<p>Ongoing</p> <p>2015/2016</p> <p>Ongoing</p> <p>Ongoing</p>
<p>5.3. Facility maintenance of the school and school grounds</p>	<p>5.3.1. Evaluate energy efficiency & facilities needs (in particular roof and boiler)</p> <p>5.3.2. Assess ongoing maintenance needs such as painting, storage space, landscaping, asphalt resurfacing, roof, etc.</p>	<p>5.3.1. Maintenance/ Physical Plant Committee</p> <p>5.3.2. Maintenance Supervisor/ Maintenance/ Physical Plant Committee</p>	<p>2015/2016</p> <p>Ongoing</p>

<p>5.4. Coordinate school improvements with the parish projects and goals</p>	<p>5.4.1. Present all improvement projects to the Sacred Heart Parish Council for approval</p> <p>5.4.2. Develop long-term Facilities improvement Plan and present to Parish Council</p>	<p>5.4.1. Maintenance/ Physical Plant Committee/ Project Coordinator</p> <p>5.4.2. Maintenance/ Physical Plant Committee</p>	<p>Per project</p> <p>2016/2017</p>
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Goal #6: Technology:

Provide appropriate technology for staff, teachers, and students, to enhance the teaching and learning environment. Such technology will support teachers, students, and staff, as they prepare students to be successful in the present and the future. Technology at Sacred Heart Catholic School will be as current and safe as possible.

Objectives/Strategies	Actions	Person/Committee(s) Responsible	Target Date
6.1. Provide adequate infrastructure to support technology throughout the school.	6.1.1. Monitor and replace network monitors as needed. 6.1.2. Monitor wired network 6.1.3. Install updated wireless network (in stages)	6.1.1. Technology Committee/Principal 6.1.2. Technology Committee 6.1.3. Principal/Technology Committee	2015/ Ongoing Ongoing 2015/ Ongoing

<p>6.2. Maintain and update client hardware.</p>	<p>6.2.1. Update/replace student and teacher computers & monitors on a 5 year schedule</p> <p>6.2.2. Maintain & update printers throughout school</p> <p>6.2.3. Maintain projectors and provide training on SMART technology</p> <p>6.2.4. Investigate opportunities for wireless devices in classrooms - tablets, laptops, chromebooks, etc.</p>	<p>6.2.1. Technology Committee/ Principal</p> <p>6.2.2. Technology Committee</p> <p>6.2.3. Technology Committee/ Principal</p> <p>6.2.4. Technology Committee, Principal, Teachers, and Marketing Director</p>	<p>2016/ Ongoing</p> <p>As Needed</p> <p>2015/ Ongoing</p> <p>2015/2016</p>
<p>6.3. Use curriculum that is efficient for our servers, and network, while maintaining excellent academic support.</p>	<p>6.3.1. Investigate a school-wide technology curriculum.</p> <p>6.3.2. Move classroom resource technology to web-based when possible.</p>	<p>6.3.1. Technology Committee, Principal, Teachers</p> <p>6.3.2. Technology Committee/ Teachers</p>	<p>2015/2016</p> <p>2015/ Ongoing</p>

<p>6.4. Provide safe and secure technology usage for students and staff.</p>	<p>6.4.1. Provide adequate filtering for all Internet usage at the school.</p> <p>6.4.2. Educate students and parents on dangers of technology, as well as guidelines for safe usage.</p>	<p>6.4.1. Principal/ Technology Committee</p> <p>6.4.2. Technology Committee, Principal, Teachers, Counselor</p>	<p>2015/2016 Ongoing</p> <p>Ongoing</p>
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