

(OBJECTIVE 1) St. Mary of Mt. Carmel Catholic School will continue to meet the academic needs of each student.

(STRATEGY 1) St. Mary of Mt. Carmel School will continue to utilize various testing methods to monitor student learning.

	Timeline	Responsibility	Progress Report
(Action Step 1) Allocate funding from staff development to support learning about assessment.	2014	Finance Committee	When and what happened?
(Action Step 2) Provide professional development opportunities for teachers and principal in the area of assessment, including in-services, speakers and workshops.	2014-2021	Principal	
(Action Step 3) Designate one staff meeting per quarter to share our learning about assessment and how this can help our faculty to create assessments consistent with best practice and our mission and philosophy.	2014-2021	Principal	
(Action Step 4) Gather and discuss results of all assessments to determine individual student needs and school effectiveness in all academic areas.	2014-2021	Faculty	

(Strategy 2) St. Mary of Mt. Carmel School will provide additional learning opportunities for students who struggle academically.

	Timeline	Responsibility	Progress Report
(Action Step 1) Allocate funding from our staff development to support learning strategies and programs that support differentiation as it applies to students who struggle academically.	2015	Finance Committee	
(Action Step 2) Research and visit other schools regarding differentiation as it applies to students who struggle academically.	2015-2016	Faculty	
(Action Step 3) Provide professional development opportunities for teachers and principal in the area of struggling learners including in-services, speakers and workshops. Ex. Additional Barton Reading, Differentiated Learning.	2015-2021	Principal	
(Action Step 4) Apply newly learned strategies in classrooms with follow-up opportunities to meet as a faculty to share results of experiences.	2015-2021	Faculty	

(Strategy 3) St. Mary of Mt. Carmel School will provide enrichment activities for all students with individual focus on high potential learners.

	Timeline	Responsibility	Progress Report
(Action Step 1) Allocate funding from our staff development to support learning strategies and programs that support differentiation as it applies to high potential learners. Ex: Spelling Bee, Math Masters, JP II Players.	2016	Finance Committee	
(Action Step 2) Research and visit other schools regarding differentiation as it applies to high potential learners.	2016-2017	Faculty	
(Action Step 3) Provide professional development opportunities for teachers and principal in the area of high potential learners, including in-services, speakers and workshops.	2016-2021	Principal	
(Action Step 4) Apply newly learned strategies in classrooms with follow-up opportunities to meet as a faculty to share results of experiences.	2016-2021	Faculty	

(Strategy 4) St. Mary of Mt. Carmel School will follow a formal procedure for informing all faculty and staff of student concerns and/or needs in all areas.

	Timeline	Responsibility	Progress Report
(Action Step 1) Create a policy to keep all staff aware of student concerns and/or needs in all areas.	2014-2015	Faculty	
(Action Step 2) In-service staff yearly to review policy and procedures for St. Mary of Mt. Carmel School and LPGE Schools student needs procedures.	2015-2021	Principal and Freshwater Ed. Dist.	
(Action Step 3) Assess student concerns policy and procedures to determine if they are addressing all necessary areas of students' needs.	2016-2021	Principal and Faculty	

(Strategy 5) St. Mary of Mt. Carmel School will provide a formalized learning environment for faculty and staff to ensure staff continue to grow in their teaching knowledge.

	Timeline	Responsibility	Progress Report
(Action Step 1) Formalize evaluation procedures for faculty and staff.	2014	Principal, Pastor and Council	
(Action Step 2) Receive training in Marzano Teacher Evaluations.	2014-2015	Faculty	
(Action Step 3) Set a calendar for meetings between principal and each faculty and staff member during the first	2015-2016	Principal and	

	week of school.		Faculty	
	(Action Step 4) Principal observes faculty in a formal manner utilizing the Marzano Teacher Evaluation.	2015-2016	Principal and Faculty	
	(Action Step 5) Chose evaluation procedures to evaluate principal and non-faculty staff.	2015-2016	Principal, Pastor and Council	
	(Action Step 6) Evaluate principal and non-faculty staff with chosen evaluation procedures.	2015-2021	Pastor, Staff and Council	



SCHOOL STRATEGIC PLAN

(OBJECTIVE 2) St. Mary of Mt. Carmel Catholic School will expand the use of technology.

(STRATEGY 1) St. Mary of Mt. Carmel School will create and implement a long-range technology plan.

	Timeline	Responsibility	Progress Report
(Action Step 1) Hire a technology coordinator to head technology.	Spring, 2014	Principal and Pastor	When and what happened?
(Action Step 2) Advertise for technology committee members and schedule regular meetings.	Summer, 2014	Operations Manager	
(Action Step 3) Review technology plans from other diocesan schools.	Fall, 2014	Operations Manager and Technology Committee	
(Action Step 4) Research current trends in technology.	2014-2015	Operations Manger and Technology Committee	
(Action Step 5) Create and implement a long-range technology plan.	2015-2016	Operations Manager and Technology Committee	
(Action Step 6) Research grants to help offset the cost of technology expenses.	2015-2016	Operations Manager	

(Strategy 2) St. Mary of Mt. Carmel School will create a technology center/lab/area.

	Timeline	Responsibility	Progress Report
(Action Step 2) Research sources of funding.	2014-2015	Principal and Operations Manager	
(Action Step 3) Secure/remodel building space for lab.	2015-2016	Council, Parish Council and Maintenance Committee	
(Action Step 4) Purchase necessary equipment.	2015-2016	Principal and Operations Manager	

(Strategy 3) St. Mary of Mt. Carmel School will update technology in the classrooms.

	Timeline	Responsibility	Progress Report
(Action Step 1) Purchase projectors for classrooms that do not have smart boards.	Fall, 2014	Principal and Operations Manager	
(Action Step 2) Place technology carts and screens in each classroom.	Fall, 2014	Operations Manager	
(Action Step 3) Update router to accommodate the classroom needs.	2014-2015	Operations Manager	
(Action Step 4) Develop classroom web pages.	2015-2016	Faculty	
(Action Step 5) Assess and maintain classroom technology use.	2016-2021	Operations Manager and Faculty	

(Strategy 4) St. Mary of Mt. Carmel School will secure training for teachers in the area of technology.

	Timeline	Responsibility	Progress Report
(Action Step 1) Allocate funding from our staff development to support teacher training in technology and its use for learning.	2014-2015	Finance Committee and Principal	
(Action Step 2) Provide technology workshop opportunities for faculty and staff.	2015-2016	Principal and Operations Manager	
(Action Step 3) Create opportunities for teachers to utilize technology in the classroom.	2015-2016	Principal and Operations Manager	
(Action Step 4) Create classroom assignments that address grade-appropriate technology and subject standards.	2016-2017	Faculty	
(Action Step 5) Create opportunities for staff to utilize technology as a means of parent/community connection.	2016-2017	Principal and Operations Manager	



SCHOOL STRATEGIC PLAN

(OBJECTIVE 3) St. Mary of Mt. Carmel Catholic School will provide a safe, functional and attractive learning environment while maintaining the integrity of our historic building.

(STRATEGY 1) St. Mary of Mt. Carmel School will create a long-term plan to best utilize and update the inside of the school building and daycare.

	Timeline	Responsibility	Progress Report
(Action Step 1) Create a rotating schedule of painting and carpet upgrades.	Fall, 2014	Principal, Faculty, Council, Maintenance Committee	When and what happened?
(Action Step 2) Research all possible scenarios to utilize the campus facilities.	2014-2015	Principal, Faculty, Council, Maintenance Committee	
(Action Step 3) Create long-range plan for building improvements and remodeling.	2015-2016	Principal, Faculty, Council, Maintenance Committee	
(Action Step 4) Purchase new student desks and chairs.	Summer, 2016	Faculty and Principal	
(Action Step 5) Secure funding for building improvements.	Summer, 2016	Principal, Council, Maintenance Committee	
(Action Step 6) Renovate the school facility to best incorporate our technology lab, preschool, offices and classrooms.	Summer, 2017	Principal, Faculty, Operations Manager, Council, Custodian and Maintenance Committee	
(Action Step 7) Update the bathrooms on the lower and upper levels of the school.	Summer, 2017	Principal, Council, Custodian and Maintenance Committee	
(Action Step 8) Replace the north doors and the north windows of the main entrance.	Summer, 2018	Principal, Council, Custodian and Maintenance Committee	
(Action Step 9) Install new heating system.	Summer, 2020	Principal, Council, Custodian and Maintenance Committee	

(Strategy 2) St. Mary of Mt. Carmel School will update the school grounds.				
		Timeline	Responsibility	Progress Report
	(Action Step 1) Extend the current curb and fence on the playground, adding gates where necessary	Summer, 2014	Principal, Custodian, Council and Maintenance Committee	
	(Action Step 2) Place appropriate signs at all entrances of the school parking lot.	Summer, 2014	Principal, Custodian and Maintenance Committee	
	(Action Step 3) Add pea rock on playground.	Summer, 2014	Principal, Custodian and Maintenance Committee	
	(Action Step 4) Create a long-term plan to update the school grounds.	2015-2016	Principal, Custodian and Maintenance Committee	
	(Action Step 5) Repair/replace items on playground.	Summer 2016	Custodian and Maintenance Committee	
	(Action Step 6) Repair/replace items on playing field.	Summer 2017	Custodian and Maintenance Committee	
(Strategy 3) St. Mary of Mt. Carmel School will review and update its policy and procedure book.				
		Timeline	Responsibility	Progress Report
	(Action Step 1) Create a review cycle for policies.	2015-2016	Principal, Operations Manager and Council	
	(Action Step 2) Research policies of diocesan schools.	2015-2016	Principal, Operations Manager and Council	
	(Action Step 3) Review policies per cycle guidelines.	2016-2021	Principal, Operations Manager and Council	
	(Action Step 4) Create new policies as necessary	2016-2021	Principal, Operations Manager and Council	
(Strategy 4) St. Mary of Mt. Carmel School will improve its crisis management procedures.				
		Timeline	Responsibility	Progress Report
	(Action Step 1) Review crisis management procedures with local police department.	2014-2015	Principal, Operations Manager, Council and Police Department	

	(Action Step 3) Create a check-in procedure for visitors and students.	2014-2015	Principal, Operations Manager and Faculty	
	(Action Step 4) Create individual procedures for each staff person.	2014-2015	Principal, Operations Manager and Faculty	
	(Action Step 2) Hold regular drills for all crisis situations.	2014-2021	Principal, Operations Manager and Faculty	
	(Action Step 5) Update procedures as necessary.	2015-2021	Principal, Operations Manager and Faculty	

(Strategy 5) St. Mary of Mt. Carmel School will staff school to appropriately carry out the school functions.

		Timeline	Responsibility	Progress Report
	(Action Step 1) Determine the staffing needs of the school.	Summer, 2014	Principal, Finance Council and Council	
	(Action Step 2) Budget for the staffing needs of the school.	2014-2015	Principal, Finance Council and Council	
	(Action Step 3) Create orientation plan for new staff, families and volunteers.	2014-2015	Operations Manager	
	(Action Step 4) Provide orientation for school parents and community volunteers.	2014-2015	Operations Manager and Principal	
	(Action Step 5) Create a written plan for the daily maintenance of the school safety procedures.	2015-2016	Principal and Faculty	

(OBJECTIVE 4) St. Mary of Mt. Carmel Catholic School will maintain a viable school for future generations.

(STRATEGY 1) St. Mary of Mt. Carmel School will explore alternative funding for its school.

	Timeline	Responsibility	Progress Report
(Action Step 1) Explore and research alternative funding sources, such as grants, to support school initiatives.	When? 2014-2015	Principal	When and what happened?
(Action Step 2) Identify, write and submit grant proposals based on school and teacher needs.	2015-2016	Principal	

(Strategy 2) St. Mary of Mt. Carmel School will maintain fundraisers that best support the school.

	Timeline	Responsibility	Progress Report
(Action Step 1) Review each of the current fundraisers and make recommendations on how to increase revenue for each.	Summer, 2014	Principal, Operations Manager, Fundraising Committee and Council	
(Action Step 2) Research new fundraising ideas.	2014-2015	Principal, Operations Manager, Fundraising Committee and Council	
(Action Step 3) Create a fundraising policy that outlines parents' responsibilities for fundraising.	2014-2015	Principal, Operations Manager, Fundraising Committee and Council	
(Action Step 4) Create guiding materials and mentoring programs for large school fundraising events.	2014-2015	Principal, Operations Manager, Fundraising Committee and Council	
(Action Step 5) Review, evaluate and plan as necessary for the following years.	2015-2021	Principal, Operations Manager, Fundraising Committee and Council	

(Strategy 3) St. Mary of Mt. Carmel School will create a tuition plan that follows the school mission, philosophy and policy.

	Timeline	Responsibility	Progress Report
(Action Step 1) Develop a tuition policy that supports the financial needs of the school while keeping a Catholic education reasonable.	Summer, 2014	Principal, Finance Committee and Council	
(Action Step 2) Create tuition aid policy and guidelines.	2014-2015	Principal and Council	
(Action Step 3) Create policy for non-payment and ways	2014-2015	Principal, Pastor	

	parents can support our school if they are unable to pay tuition.		and Council	
(Strategy 4) St. Mary of Mt. Carmel School will create a marketing plan to increase awareness of its incredible school.				
		Timeline	Responsibility	Progress Report
	(Action Step 1) Create a "state of the art" State of the School Address for stakeholders.	Fall, 2014	Principal	
	(Action Step 2) Explore new ways to reach out to potential students to increase enrollment.	2014-2015	Principal, Council, Faculty and Parents	
	(Action Step 3) Create a school brochure.	2014-2015	Principal	
	(Action Step 4) Review the strategic plan annually with stakeholders.	2014-2021	Principal	
	(Action Step 5) Advertise children's masses and work with public school children	2014-2021	Faculty	
	(Action Step 6) Update alumni list.	2015	Operations Manager and Parent Volunteers	
	(Action Step 7) Formalize a marketing plan.	2015-2016	Principal, Operations Manager and Council	
	(Action Step 8) Utilize technology for marketing. Ex. Website and Facebook.	2015-2016	Principal, Operations Manager and Faculty	
	(Action Step 9) Create an annual newsletter for alumni.	Summer, 2016	Principal	
	(Action Step 10) Invite alumni to all school events.	Summer, 2016	Principal	
	(Action Step 11) Purchase a school sign for the front of the school	Summer, 2017	Maintenance Committee	
	(Action Step 12) Evaluate communication tools and make adjustments as needed.	2017-2021	Principal, Operations Manager and Faculty	