



ST. ELIZABETH ANN SETON STRATEGIC PLAN

OBJECTIVE 1: St. Elizabeth Ann Seton will be a school of academic excellence

Strategy 1: SEAS will develop a standards based report card and grading system.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Review and update the Curriculum handbook to reflect recent changes, such as the addition of 7th and 8th Science, Geometry, and the transition over to MN State Standards	Spring 2016	Principal, Teachers	
ACTION STEP 2: Using the teacher curriculum maps, identify key standards in Math and Social Studies	Spring 2016	Lead teachers, subject are teachers, Principal	
ACTION STEP 3: Using the teacher curriculum maps, identify key standards in Language Arts and Science	Spring 2017	Lead teachers, subject are teachers, Principal	
ACTION STEP 4: Develop a timeline for the creation and implementation of a standards based system	Spring 2017	Principal, staff	

Strategy 2: SEAS will implement and utilize data from NWEA and MCA testing to improve instruction.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Establish an Assessment committee to review our students' performance on standardized tests	Spring 2015	Principal	<i>2014-2015 In February, teachers were asked to select committee assignments for the coming school year. Five teachers have volunteered to join the assessment team.</i>
ACTION STEP 2: Committee reviews how best to use results of tests to guide instruction	Fall 2015	Assessment Committee	
ACTION STEP 3: Review test scores and identify strengths and weaknesses in grades and across the school	Spring 2016, annually thereafter	Assessment Committee	
ACTION STEP 4: Develop a process to incorporate the results of student assessment into the curriculum evaluation process	Fall 2016	Assessment Committee	

Strategy 3: Develop and implement a comprehensive technology curriculum.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Document how tech is currently taught in K-8	Spring 2015	Technology coordinator, Principal	<i>2014-2015 A full assessment of 6-8 took place in the spring. K-5 will be completed by the end of the summer. Scope and sequence for 6th grade was created.</i>
ACTION STEP 2: Identify areas of need, concern, and praise in our current technology curriculum	Summer 2015	Technology coordinator, tech teachers, Principal	
ACTION STEP 3: Design a comprehensive, K-8 technology curriculum and identify current and future needs	Spring 2016	Technology coordinator, tech teachers, Principal	
ACTION STEP 4: Implement the new technology curriculum and provide necessary upgrades to meet the school's needs	Fall 2017	Technology coordinator, tech teachers, Principal	

Objective 2: St. Elizabeth Ann Seton will enhance its financial viability and sustainability			
Strategy 1: SEAS will develop a marketing plan to promote student retention and increase enrollment.			
	Timeline	Responsibility	Progress Report
ACTION STEP 1: Develop a 5 year marketing plan to both retain current students and bring in new families	Fall 2016	Marketing Committee, Principal	
ACTION STEP 2: Expand the use of social media beyond our Facebook page	Fall 2015, weekly basis thereafter	Marketing Committee, Principal, Technology coordinator	
ACTION STEP 3: Use information from the graduation surveys, exit surveys and GROW to understand the public image of SEAS and how it improve it as necessary	Spring 2015, annually thereafter	Marketing Committee, Principal, Parish Office	<i>2014-2015 Restructured our branding. Increased visibility through social media, newsprint, local retail locations, and promoting our school at surrounding churches. Increased our Marketing budget to support the increase of visibility. Created a partnership with the Parish to increase our visibility at the church location, through the weekly bulletin, quarterly inserts</i>

				<i>in the bulletin, and the video board advertisement.</i>
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Strategy 2: SEAS will expand our Preschool program to promote long term growth of the school.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Expand offerings for the fall 2015-16 school year	Spring 2015	Principal, Preschool director	<i>2014-2015 By changing the registration process to offer parents more choices, our preschool program expanded by adding an all-day 4 year old component and more days for half day 4 year olds and 3 year olds. The program currently has 20 more students than the previous school year.</i>
ACTION STEP 2: Provide more Preschool interaction with the K-8 campus for staff and students	Fall 2015, annually thereafter	Principal, Preschool director, PreK-8 teaching staff	
ACTION STEP 3: Create an “event” during Catholic Schools Week to promote the Preschool program	Winter 2016	Principal, Preschool director, office staff	

Strategy 3: Examine revenues and expenditures in order to balance the needs for competitive faculty/staff salaries and affordable tuition.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Review and evaluate current fundraisers for the school	Fall 2015	SAC, Principal, fundraiser chairs and office staff	
ACTION STEP 2: Explore new fundraising options with an emphasis on a “more with less” approach	Spring 2016	SAC, Principal, and office staff	
ACTION STEP 3: Implement results of the fundraising research	Summer 2017	Office staff, Principal	
ACTION STEP 4: Research tuition for area private schools, including fees, to maintain a competitive rate for school families	Spring 2015, annually thereafter	Office staff, Principal	<i>2014-2015 Principal, ECC Director and Administrative Assistant researched surrounding area private schools to help set the tuition rates for the new 2015-2016 preschool programs. Principal and Accounting Manager researched surrounding area private schools for the fee increase to switch to FACTS for online payments.</i>
ACTION STEP 5: Create a competitive salary scale for faculty and staff	Fall 2016	Principal, parish administrator,	

			pastor	
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Objective 3: St. Elizabeth Ann Seton will work in partnership with our parish community to maintain a safe, aesthetically pleasing, and functional learning environment.				
Strategy 1: Develop a short term and long term capital improvement plan.				
		Timeline	Responsibility	Progress Report
	ACTION STEP 1: Take input from the SEAS school community regarding capital improvement ideas	Spring 2015	Principal, office staff	<i>2014-2015 Staff was given the opportunity to add capital improvement ideas to a Google Doc which was shared with the facilities manager. Input was also solicited from the SAC committee and custodians.</i>
	ACTION STEP 2: Using input, identify short term and long term priorities	Fall 2015	Pastor, Principal, Facilities Manager	
	ACTION STEP 3: Create a yearly improvement plan for summer custodians	Summer 2016, annually thereafter	Principal, Facilities Manager, Teachers, Custodians	
Strategy 2: Work with the parish to revisit the Phase III development of the parish campus, including a new school and rectory.				
		Timeline	Responsibility	Progress Report
	ACTION STEP 1: Analyze data from the GROW campaign on parish interest in building a new school on the church campus	Spring 2015	Parish Administrator, Pastor, Principal	<i>2014-2015 The desire for Phase III expansion, including a new school, was split with 49.5% finding it very important/moderately important and 50.5% stating it was moderately unimportant or very unimportant. The school is perceived, overall, as a positive and important function of the parish.</i>
	ACTION STEP 2: Review and update the original Phase III plan	Fall 2015	Pastor, Principal	
	ACTION STEP 3: Communicate planning results to the SEAS community	Spring 2016	Pastor, Principal, office staff	
Strategy 3: Review and improve the main campus security.				
		Timeline	Responsibility	Progress Report

	ACTION STEP 1: Form a security committee to review the main campus	Spring 2015	Principal, Facilities Manager, staff, parents	<i>2014-2015 The SAC committee and facilities manager, along with at least one staff member and the principal, will comprise the security committee. Ideas for improvements have been noted and will be discussed in the fall.</i>
	ACTION STEP 2: Identify areas of concerns at the main campus	Fall 2015	Security committee, Principal	
	ACTION STEP 3: Implement recommended changes to main campus security	Summer 2016	Security committee, Principal, Facilities Manager	
	ACTION STEP 4: Review and revise the Crisis Management Handbook	Summer 2015, annually thereafter	Principal	

Objective 4: St. Elizabeth Ann Seton will ensure that all students have the Catholic foundation to be successful in the 21st century and the digital age.

Strategy 1: Fully implement the Love and Logic based discipline system.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Review modules 1-5	Fall 2015, annually thereafter	Lead Love and Logic teacher, Principal	
ACTION STEP 2: Complete modules 6-7	Spring 2016	Lead Love and Logic teacher	
ACTION STEP 3: Complete modules 8-9	Spring 2017	Lead Love and Logic teacher	

Strategy 2: Increase the Catholic identity of the school.

	Timeline	Responsibility	Progress Report
ACTION STEP 1: Review the visibility of our Catholic Identity in the main campus	Summer 2015	Staff, Principal	
ACTION STEP 2: Increase the presence of the	Winter	Principal,	

	school at the church and provide more opportunities for students interact within the parish	2015, annually thereafter	parish staff, school staff	
	ACTION STEP 3: Reintroduce the ACRE test to 5th and 8th grade	Spring 2016	Principal, Lead Religion teacher	
Strategy 3: Develop and implement a responsible digital citizen component to the technology curriculum, based in part on the PCIY curriculum, across all grade levels.				
		Timeline	Responsibility	Progress Report
	ACTION STEP 1: Review and update our Acceptable Internet Use Policy	Summer 2015 , annually thereafter	Principal, Technology Coordinator, office staff	
	ACTION STEP 2: Record compliance with the Archdiocesan PCIY program across all grade levels	Spring 2015, annually thereafter	Principal, teaching staff	<i>2014-2015 Partnered with Jill Skaife, Faith Formation Director, to ensure that the PCIY was completed for all grade levels. Teachers were given a deadline of May 5th, 2015. The PCIY program was completed by the deadline for all grade levels.</i>
	ACTION STEP 3: Add internet safety components to the technology curriculum, cross referenced with the PCIY program	Spring 2016	Principal, teaching staff, technology coordinator	
	ACTION STEP 4: Implement the new technology curriculum, along with added PCIY and internet safety standards	Fall 2017	Principal, teaching staff, technology coordinator	