

OBJECTIVE 1 The School of St. Philip will provide a high-quality Catholic education for all students.

STRATEGY 1 Expand laptops 1:1 option for grades 4-5

	TIMELINE	RESPONSIBILITY	PROGRESS REPORT
ACTION STEP 1 Explore the online platforms used by surrounding school districts.	Spring 2019	Principal	²⁰¹⁹⁻²⁰²⁰ With Corona interrupting our spring, we only learned a little more about what schools are using.
ACTION STEP 2 Research financial options.	Spring 2019	Principal	²⁰¹⁹⁻²⁰²⁰ This needs to be put on hold until more research can be done due to interruptions this spring. ²⁰²⁰⁻²⁰²¹ Donations and a grant were received and applied for to fund this project.
ACTION STEP 3 Review and decide upon a platform.	Summer 2020	Principal & Teachers	²⁰²⁰⁻²⁰²¹ Due to COVID we decided to use the Google platform since that was available.
ACTION STEP 4 Develop a plan for implementation.	Fall 2020	Principal & Teachers	²⁰²⁰⁻²⁰²¹ Check bandwidth with Nuvera. Mrs. Lingen and Ms. Torborg Implemented safeguards for computer access and set up email accounts. Teachers develop curriculum within their classroom. ²⁰²¹⁻²⁰²² Chromebooks were implemented in the 2 nd and 3 rd Grade classrooms along with the 4 th and 5 th Grade classrooms.
ACTION STEP 5 Provide professional development opportunities in technology and digital instruction.	Fall 2020 Fall 2021	Principal & Teachers	²⁰²⁰⁻²⁰²¹ No useful professional development has been found. Delayed due to COVID until the next school year. ²⁰²¹⁻²⁰²² Training was available Seesaw, FACTS, & NWEA.

STRATEGY 2 Provide and promote professional learning

ACTION STEP 1 Form a Professional Development Committee	Spring 2022	Principal	²⁰²¹⁻²⁰²² It was determined that the whole staff is part of the committee and will work together.
ACTION STEP 2 Create goals and yearly plan for growth in certain instructional areas	Spring 2022 Fall of 2022	PD Committee	²⁰²¹⁻²⁰²² This was placed on hold due to staff turnover.
ACTION STEP 3 Research and share Professional Development opportunities	Summer 2022 Winter 2022	PD Committee	
ACTION STEP 4 Develop a way for teachers to share information gathered at Professional Development workshops	Spring 2023	PD Committee	
ACTION STEP 5 Share workshop information with peers	Fall 2023	Teachers	



SCHOOL OF ST PHILIP

STRATEGY 3 Obtain and/or develop new schoolwide classroom management training.			
ACTION STEP 1 Research classroom management options (i.e. Top 20, Zones of Regulation, 1-2-3 Magic, Love & Logic, Responsive Classroom).	Fall 2025	PD Committee	
ACTION STEP 2 Identify what best aligns with our school mission.	Winter 2025	PD Committee & Staff	
ACTION STEP 3 Develop an implementation timeline	Spring 2025	PD Committee & Principal	
ACTION STEP 4 Provide professional development for teachers	2026-2027	Principal	

OBJECTIVE 2 The School of St Philip has a safe, functional, and attractive campus.			
STRATEGY 1 Maintain current facilities			
ACTION STEP 1 Develop a maintenance schedule for upgrades to the building.	Summer 2020	Administration, Maintenance	²⁰¹⁹⁻²⁰²⁰ Some painting and extra maintenance were completed during the students' absence in spring 2020. ²⁰²¹⁻²⁰²² The Principal and Maintenance met to create a maintenance/upgrade list and budget.
ACTION STEP 2 Find ongoing funding to support the maintenance plan.	Spring 2021	Administrative Council	²⁰²⁰⁻²⁰²¹ The Administrative Council met on April 15, 2021. They are not supportive of spending any more money than is necessary than routine maintenance. A small group toured the AFC Education Center to see if it was a feasible building to house a school. ²⁰²¹⁻²⁰²² Challenge Grant opportunity raised funds for new furniture and fixtures.
ACTION STEP 3 Recruit volunteers to complete various projects.	Fall 2022	School Committee	²⁰²¹⁻²⁰²² School committee is calling each family to help with specific projects as they arise.
ACTION STEP 4 Implement plan.	Fall 2022	Administration, Maintenance	
STRATEGY 2 Increase security of our campus.			
ACTION STEP 1 Explore feasibility of fencing around playground structure.	Spring 2021 Spring 2022	Principal & Maintenance	²⁰²⁰⁻²⁰²¹ At this time, there is not enough funding to support this. ²⁰²¹⁻²⁰²² There is not support from the AFC Administrative Council to support this.
ACTION STEP 2 Investigate options for electronic (key fobs) for doors.	Fall 2021	Principal & Maintenance	²⁰²⁰⁻²⁰²¹ Because of the construction of the building this will be difficult we are looking into installing cameras this summer in order to make the campus more secure.

			2021-2022 A camera was installed at the front door (with the option to add more cameras) as added security since key fobs were not feasible due to structural issues.
ACTION STEP 3 Investigate funding	Spring 2022	Principal & School Committee	2021-2022 The camera and installation was donated.
ACTION STEP 4 Order and install	Summer 2022	Maintenance	2021-2022 Not Applicable
STRATEGY 3 Explore feasibility of a new school building.			
ACTION STEP 1 Form a committee to investigate the need for a new building.	Winter 2024-2025	Administration	2019-2020 The Administrative Council formed a subcommittee to discuss and begin researching the possibility of an addition to the church including a gym. 2021-2022 The principal and priest met with a school architect.
ACTION STEP Inform the stakeholders and gain support.	Winter 2025-2026	Building Committee	
ACTION STEP 3 Develop a capital campaign.	Winter 2027	Building Committee	

OBJECTIVE 3 The School of St Philip is dedicated to fostering relationships with the community.

STRATEGY 1 Incorporate a school information system to enhance communication and assist with tuition collection

	TIMELINE	RESPONSIBILITY	PROGRESS REPORT
ACTION STEP 1 Investigate different school information systems	Fall 2019	Principal & Business Office	2019-2020 FACTS and SchoolSpeak were explored with the decision made to go with FACTS.
ACTION STEP 2 Seek funding options	Winter 2019	Principal & School Committee	2019-2020 The annual subscription fees were added to the budget.
ACTION STEP 3 Train the teachers and staff	Spring 2019	Principal & Staff	2019-2020 This will need to take place during fall 2020 workshops. ² 020-2021 FACTS training occurred fall 2020.
ACTION STEP 4 Implement Program	Fall 2020 2021	Principal & Staff	2020-2021 Teachers have been trained and are using the program for attendance, lunch, behavior, grades, and report cards. Due to COVID not all elements have been implemented. 2021-2022 Teachers are using all features of the programs including the gradebook and report cards. The parish

			business office has determined that they will keep tuition collection within their office.
ACTION STEP 5 Implement Parent Portal	Fall 2021	Principal & Staff	²⁰²¹⁻²⁰²² Parents were given access at Parent Night and encouraged to continually check the Parent Portal.
STRATEGY 2 Explore the needs of the area community			
ACTION STEP 1 Investigate adding 6th Grade	Fall 2020 Winter 2021-2022	Principal, School Board, Staff	²⁰¹⁹⁻²⁰²⁰ A survey taken in fall 2019 indicated that the best class for this option would have 6th grade graduation in spring 2023. ²⁰²⁰⁻²⁰²¹ A meeting was held with DNU leadership, the St. Anastasia principal and 2 experts. Due to COVID these talks were not complete. ²⁰²¹⁻²⁰²² It was determined that at this point, our building was not designed for adding a sixth grade that would accommodate a middle school design.
ACTION STEP 2 Explore the addition of Summer Programming	Fall 2021 Fall 2022	Principal, School Board, Staff	
ACTION STEP 3 Explore the need for wrap around care	Fall 2022 Fall 2023	Principal, School Board, Staff	
ACTION STEP 4 Investigate outside supports (i.e. 4-H, community ed, scouts)	Winter 2022-2023 Winter 2023-2024	Principal, School Board, Staff	
ACTION STEP 5 Explore Licensure for Pre-K	Fall 2024 Fall 2025	Principal, School Board, Staff	²⁰²⁰⁻²⁰²¹ The preschool program did not take place SY 20-21 due to COVID.
ACTION STEP 6 Expand our Early Childhood Programing (Catholic ECFE)	Fall 2025 Fall 2026	Principal, School Board, Staff	

OBJECTIVE 4 The School of St. Philip will remain viable for future generations.

STRATEGY 1 Develop a stronger endowment fund			
	TIMELINE	RESPONSIBILITY	PROGRESS REPORT
ACTION STEP 1 Develop a plan for maintaining connection with alumni and donors	Summer 2020 Fall 2021	Principal and Marketing Team	²⁰²⁰⁻²⁰²¹ Due to change in the principalship, this was not address and will be moved to Fall 2021. ²⁰²¹⁻²⁰²² A small alumni committee has been formed to help update our alumni list with contact information.

ACTION STEP 2 Seek outside funding sources	Summer 2022-2023	Principal & Business Administrator	
STRATEGY 2 Develop a long-range financial plan for retaining teachers			
ACTION STEP 1 Investigate adding more options for teacher's retirement	2025-2026	Principal & Business Administrator	
ACTION STEP 2 Develop a salary schedule to promote greater equity	2026-2027	Principal & Business Administrator	
STRATEGY 3 Develop a more robust marketing strategy			
ACTION STEP 1 Create an events team to take on the role of preparing and hosting events.	2019-2020	Marketing Team Principal	<p>2019-2020 A team was created in the fall, but it morphed into the group joining the marketing team. Additional recruitment and separation of these teams is still needed.</p> <p>2020-2021 Due to COVID, no events were held.</p> <p>2021-2022 It was determined that a separate events team is not needed at this time. The school committee and marketing team are working together to handle events.</p>
ACTION STEP 2 Investigate new funding opportunities (i.e., Thrivent Dollars, Catholic United Financial)	2020-2021 2021-2022	Principal	<p>2020-2021 Due to change in leadership this was not finished.</p> <p>2021-2022 Challenge grant was accepted and successfully achieved. We have increased the number of Thrivent Dollar donors. We were also awarded a DNU marketing grant.</p>
ACTION STEP 3 Outsource at least 2 projects a year to professionals	2020-2021	Principal	<p>2020-2021 We will continue to outsource as much as the budget allows. This year we outsourced brochures and bibs.</p> <p>2021-2022 We will continue to outsource projects as the budget allows. This year we outsourced the update of our logo and the marketing materials for our Grand Reopening Event.</p>
ACTION STEP 4 Develop outbound marketing techniques using resources in our Google drive.	2020-2021	Marketing Team Principal	<p>2020-2021 We have utilized our "blue guy" into our promotional products. We continue to develop new outbound marketing materials.</p>