

# **St. John Paul II Catholic School**

Archdiocese of Galveston-Houston

*Educating Mind, Heart and Spirit*

Strategic Action Plan

September 2014



## **Home of the Saints**

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# St. John Paul II Catholic School



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## Strategic Plan Implementation

**GOAL**

**Catholic Identity**

**School**

**St. John Paul II Catholic School**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETION DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
<p>To provide a strong awareness of Catholic traditions and development of each child spiritually as a Catholic.</p>	<p>1. Addition of 2 chaplains on campus 2-3 days a week. Principal and Religion Coordinator.</p>	<p>Increased religious presence on campus to enhance efforts to nurture vocations and to provide more frequent religious events and celebration of sacraments</p>	<p>Religion coordinator works with teachers and priests to schedule classroom visits and additional religious celebrations.</p>	<p>Ongoing</p>
	<p>2. Schedule a weekly all school mass. Principal &amp; Religion Coordinator</p>	<p>Celebration of the Eucharist as a community.</p>	<p>Principal &amp; religion coordinator schedule Masses on calendar. Religion Coordinator schedules local priests to celebrate the Mass.</p>	<p>Ongoing</p>
	<p>3. Students will receive religion instructions daily from certified religion teachers.</p>	<p>Teach religion daily &amp; integrate into all subject areas where appropriate.</p>	<p>Principal will check Daily Schedule of Instructions and Lesson Plans to verify scheduling of religion classes. Principal will verify religion certification of teachers is current.</p>	<p>Ongoing</p>
	<p>4. Provide opportunities for students to pray throughout the day. Religion Coordinator &amp; Teachers</p>	<p>Children will develop habit of daily prayer.</p>	<p>School wide prayer over P.A. where teachers will lead the children in prayer in the morning, lunch &amp; dismissal.</p>	<p>Ongoing</p>

	5. Incorporate appropriate religious activities throughout liturgical year. Principal, Religion Coordinator, & Teachers	Children will learn about Catholic liturgical year and traditions such as; Stations of the Cross, Advent, Living Rosary.	Principal & Religion Coordinator schedule religious events on master calendar, then work with teachers to plan and present events.	Ongoing
	6. Age-appropriate service projects for each grade. Religion Coordinator, Religion Teachers & Principal	Children will learn importance of service.	Each grade performs its own service project in coordination with teachers and religion coordinator.	Yearly
	7. Retreats for middle school students. Religion Coordinator, Religion Teachers & Principal	Spiritual development through self-reflection.	Spiritual, Athletic, & Spirituality of the Human Body Retreats scheduled each year by principal and religion coordinator.	Yearly
	8. Retreats for staff. Religion Coordinator, staff & Administration	Provide opportunity for staff development and intentional faith formation.	Retreats scheduled each year for staff by principal and religion coordinator.	Yearly
	9. Religious field trips. Teachers, principal, religion coordinator.	Children will see the role of religious outside of the school. Foster vocations.	3 <sup>rd</sup> grade visits St. Mary's Seminary and forms a relationship with a new seminarian that continues until graduation. Teachers, principal, religion coordinator.	Yearly
	10. Hold vocations day each year. PTO, Altar Society, Religion Coordinator, Principal, Teachers, & religious from the Archdiocese.	Encourage vocations.	Priests/nuns/religious speak to each grade about their vocation. Religion coordinator, principal, religious, PTO, staff.	Yearly

	11. Continue adoration of the Blessed Sacrament monthly for staff, students, & parents. Religion Coordinator & Principal.	Encourage adoration of the Blessed Sacrament.	Principal & Religion Coordinator schedule monthly adoration, Religion Coordinator uses SignUp Genius to schedule people in the chapel for adoration.	Ongoing
	12. Voluntary daily prayer and Wed. rosary for staff in chapel. Religion Coordinator, Principal, and Staff	Develop spirituality among staff.	Religion Coordinator & Principal provide morning and weekly reminders about daily prayer and weekly rosary in the chapel using the PA and Principal's Monday Memo to staff.	Ongoing
	9. Utilize the chapel for religious events. Principal, Religion Coordinator, Staff.	Develop spirituality of staff, students, and parent community.	Religion Coordinator manages chapel calendar scheduling various religious events.	Ongoing
	10. Religious articles & artwork displayed around campus. Principal, Religion Coordinator, Maintenance personnel.	Form an appreciation for symbols & art representing the Catholic faith.	Chapel installation of wooden Last Supper, Stations of the Cross, Mary & Joseph statues, creating reliquaries for 2 relics, & mosaic of St. John Paul II outside chapel. Large crucifix installed in Student Activity Center where all school Mass is held. Every room has a crucifix.	Installed during 2012-13 & 2013-14 School year.

Principal: \_\_\_\_\_ Date: \_\_\_\_\_ Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Enrollment**

**School**

**St. John Paul II Catholic School**

OBJECTIVE	ACTION STEPS TO BE TAKEN (What, Who, When)	ANTICIPATED OUTCOME & COMPLETION DATE	ACTION TAKEN (What, Who, When)	ACTUAL OUTCOME
1. Maintain Classroom Sizes at or below mandated levels while maintaining full enrollment  2. Make a Catholic education available to any qualified applicant regardless of finances.  3. Increase number of financial aid recipients and financial aid budget.	1. Administration will enroll students for appropriate class size. Principal & Admissions Director	Students will gain benefits of group learning, while maintaining appropriate individual attention.	Principal makes admission and enrollment decisions each year to maintain class size.	Yearly
	2. Keep Tuition at an affordable level. Board, Finance Committee, Principal & Business Manager	Families will be able to afford a quality Catholic education for their children.	Minimize tuition increases as much as possible. Board, Principal, Finance Committee, Business Manager.	Yearly
	3. Provide Financial Aid for those in need. Board, Finance Committee & Financial Aid Committee	Provide 100% of 3 <sup>rd</sup> party recommended financial assistance to families.	Promote financial aid in school registration materials, during tours, and school promotional brochures. Principal, Admissions Office, Development Office.	Yearly
	4. Analyze, review, & monitor financial aid process. Financial aid committee, Principal, Board.	Ensure there are no obstacles for enrollment.	Analyze number of applicants applying and receiving financial aid. Principal, Board, Financial aid committee.	Ongoing

Principal: \_\_\_\_\_ Date: \_\_\_\_\_  
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Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Marketing**

**School**

**St. John Paul II Catholic School**

OBJECTIVE	ACTION STEPS TO BE TAKEN (What, Who, When)	ANTICIPATED OUTCOME & COMPLETION DATE	ACTION TAKEN (What, Who, When)	ACTUAL OUTCOME
1. Keep heightened awareness of SJPII as a premier educational institution for K-8 <sup>th</sup> grades.  2. Brand SJPIICS Logo	1. Currently, we have collateral material, advertisements in Catholic Herald, the relocation guide, and church bulletin. Development Office	Heightened awareness of SJPII in community and for families seeking to move to the area.	Place advertisements in local papers, relocation guide, and church bulletin. Participate in information open houses around town. Development Office.	Ongoing
	2. Conduct media relations as appropriate. Development Office and Principal.	Maintain exposure of SJPII accomplishments and activities.	Send notice of news worthy items to appropriate person. Development Office.	Ongoing
	3. Maintain a development assistant position. Principal & Development Director.	Enhance marketing exposure & improve relations & communication with donors, alumni & friends of SJPII.	Hired Development Assistant 2012. Created quarterly newsletter. Principal & Development Director.	Ongoing
	4. Improvement / makeover on Website to make home page more inviting. IT person & Journalism Advisor	Increase accessibility of website & quality of presentation of information.	Evaluate website for continued improvement.	Ongoing
	5. Provide access to Spirit Store items on the SJPII website with online ordering. PTO, IT, Business office, Principal	Increase school spirit and exposure within community	Provide access to online PTO Spirit Store on SJPII website. IT person, Business Mgr., PTO, Principal.	Open Fall 2014

Principal: \_\_\_\_\_  
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Date: \_\_\_\_\_

Board President: \_\_\_\_\_  
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Date: \_\_\_\_\_

## Strategic Plan Implementation

**GOAL**

**Education Programs**

**School**

**St. John Paul II Catholic School**

OBJECTIVE	ACTION STEPS TO BE TAKEN (What, Who, When)	ANTICIPATED OUTCOME & COMPLETION DATE	ACTION TAKEN (What, Who, When)	ACTUAL OUTCOME
1. Provide an Academically Superior and Innovative Curriculum	1. Have Science Fair for middle school each spring. Science Teachers.	Encourage active learning through competition; Challenge students academically; Raise recognition of SJPII academic strengths.	Integrate science fair into curriculum in 6 <sup>th</sup> grade and participate in Archdiocesan science fair. Allow 5 <sup>th</sup> grade to provide practice round of judging to gain exposure to process. Science teacher.	Yearly
	2. Continue to grow our Stretch & Robotics Program for gifted students and struggling readers. Admin, teacher, counselors.	Provide for the individual needs of our students. Challenge gifted students through individual and group projects such as Robotics. Improve the reading abilities of our struggling readers.	Added 2 <sup>nd</sup> teacher to Stretch Program to expand program. Stretch teacher, parent volunteers, high school alumni mentor, Principal.	2013-14
2. Focus efforts to provide an exceptional STEM (science, technology, engineering, math) curriculum.	3. Offer 9 weeks study skills program for struggling middle school students. Admin & Teacher.	To improve study skills necessary to be successful in the classroom.	All new students, struggling middle school students attend 1 <sup>st</sup> 9 weeks study skills class. Principal, teacher, MS AP handles scheduling.	2013-14
	4. Administration continue to be open to new ideas and ongoing improvement.	To ensure SJPII is constantly providing a superior academic education.	Admin write academic goals. Admin continually seek professional development.	Ongoing
3. Validate student achievement and assess curriculum				



5. Middle school students to participate in academic competitions. Teachers.	Encourage excellence and provide healthy competition. Challenge abilities of students.	Middle school teachers provide training for academic competitions. Teachers, area high schools.	Ongoing
6. Provide academic competitions at SJPII. Teachers, Admin.	Encourage excellence and provide healthy competition. Challenge abilities of students..	Hold school religion bees, spelling bees, geography bee. Top finishers compete in diocesan bees and national competitions.	Yearly
7. Continue to Implement Simple Solutions Math Program across all grade levels. Admin & Teachers	Challenge abilities of students and expose them to advanced math skills.	1 <sup>st</sup> – 8 <sup>th</sup> grade teachers integrate Simple Solutions into Math curriculum. Admin & teachers.	Ongoing
8. Student participation in Essay contests. Administration & Teachers	Challenge the writing abilities of students. Provide healthy competition.	Provide opportunities for students to compete in essay contests. Teachers & admin.	Ongoing
9. Administer Standardized testing. Administration & Teachers	Realistic snapshot of student abilities in relation to curriculum and instruction provided. Scores are also used for acceptance of new students and promotion of PK, K, and 1 <sup>st</sup> graders.	Administer & analyze results of standardized tests in 1 <sup>st</sup> - 8 <sup>th</sup> grade, new applicants, and PK & Kinder students. Assess curriculum & instruction & create academic goals. Teachers, staff, Admin.	Each Spring
10. Continue to use and purchase Mimio Interactive Technology for remaining classrooms. Technology Coordinator, Finance Committee & Principal	Provide easy access to technology in the classroom. Use technology teaching tools to provide quality and up-to-date instructional material to students.	Install Mimio Interactive White Boards in remaining classrooms. IT, teachers, Principal.	Summer 2014

Principal: \_\_\_\_\_

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## Strategic Plan Implementation

**GOAL**

**Staffing**

**School**

**St. John Paul II Catholic School**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETITON DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
Recruiting, retaining, and rewarding talented staff members.	1. The school will provide competitive salaries. Business Manager, Finance Committee, Board & Principal	Competitive salaries needed to hire and retain the best teachers. Low turnover rate.	Focus energy on Annual Fund to keep salaries competitive while keeping tuition affordable.	Ongoing
	2. Continue to add additional funds to provide principal the latitude to recognize exceptional teachers.	Retain teachers and show appreciation for their efforts.	Increase salaries above the basic step pay or provide a bonus for valuable teachers and staff. Principal, finance committee, business manager.	Yearly
	3. Tailor professional development to the needs of the teachers & school. Business Manager, Administration & Finance Committee	Staff will benefit from professional development, which in turn benefits the school.	Annually provide professional development for the needs of our teachers & school. Administration, business office.	Ongoing
	4. Provide tuition discounts to any employee working in a Catholic organization. Board & Admissions Director	Ongoing – allow for discount in budget each year.	Employees in any Catholic organization currently receive a 20% discount on tuition at SJPII.	Ongoing
	5. Administrative structure in place to meet the needs of the community. Admin & Office Manager.	Provide opportunities for input and feedback	Provide Principal’s Coffees, Parent meetings, Parent and Staff Surveys. Admin, Development, Office Mgr.	Creating opportunities for feedback during the year.

	6. Job description provided to each employee. Administration & Office Manager	Staff is aware of job expectations.	Provide staff with updated job description with new contract or employment agreement. Principal, Office Mgr.	Each spring
	7. All personnel hold valid credentials for their job. Administration & Office Manager	Provides a quality staff.	Admin & Office Mgr. reviews and verifies credentials of all new employees & current employees prior to offering new contracts or employment agreements.	Each Spring
	8. Systematic evaluation program in place. Administration, Counselor & Teachers	Continually striving for excellence.	Purchased & utilize evaluation software 2013 which tracks formal and informal observations, provides various reports, tracks progress. Admin provides pre/post conferences with staff.	Ongoing

Principal: \_\_\_\_\_  
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Date: \_\_\_\_\_ Board President: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Finances**

**School**

**St. John Paul II Catholic School**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETITON DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
Provide sound financial practices to ensure the success of the school.	1. School will operate from a balanced budget every year. Principal, Board, Finance Committee, Business Manager.	The school will remain financially solvent.	Base tuition as a major component of overall cost to attend school.	Yearly
	2. Maintain full enrollment. Principal, Admissions Office & Development	Full enrollment helps maintain an affordable tuition.	Publicize school successes, hold open house & tours, maintain website, advertise, provide an excellent education for the value. Principal, Development, staff, Admissions Office.	Ongoing
	3. Review vendor contracts every two years – Business Office & Principal.	Provide savings for the school.	Review contracts and obtain other bids to keep prices reasonable. Business office & Principal.	Yearly
	4. Regular contributions to an Endowment Fund – Board, Finance Committee & Administration	Grow endowment for the future to keep tuition affordable.	10% each year from Annual Fund will be budgeted and put into the Endowment Fund, at the discretion of the Finance Committee. The amount identified as INCREASE IN UNRESTRICTED NET ASSESTS FROM OPERATING ACTIVITES from the audited financial statements will be put into the Endowment Fund, at the discretion of the Finance Committee.	Yearly
	6. Pay competitive market salaries. Principal, Finance committee, Board.	Hire and retain a quality staff.	Research fair market salaries and budget accordingly. Board, Finance Committee, Principal.	Yearly

	7. Adequate funding for instructional programs and educational facilities, esp. math, science, and technology – Board, Finance Committee, Administration & Teachers	Improvement in instructional programs.	Provide funds for textbooks, materials, curriculum, technology, & professional development in budget. Board, Finance Committee, Principal.	Yearly budget
	8. Have Annual Fund Drive & necessary fundraisers to reduce pressure on tuition cost. Development Office, Principal.	Provide additional funds above tuition income to provide for the needs of the school.	Hold Annual Fund Drive & Auction/Gala to fill the gap between tuition and necessary funds needed to run SJPII. Development Office, Volunteers, Principal.	Yearly
	9. Review number and purpose of fundraisers and focus on fewer but more effective fundraisers. Board, Organizations & Administration.	Avoid constantly asking families for money. Annual Fund, Gala, & tuition should be adequate sources of income.	Minimize excessive fundraising. Principal, Staff, Organizations, Board.	Yearly

Principal: \_\_\_\_\_ Date: \_\_\_\_\_  
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Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Development**

**School**

**St. John Paul II Catholic School**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETION DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
1. Develop hard income sources to relieve some of the burden of tuition.	1. Continually increase the Endowment Fund. – Board, Finance Committee, Administration & Development Office	Five Year Goal is to grow our endowment to \$1,000,000.	Fund is currently approximately \$200,000. Percentage of capital campaign funds to go to increase endowment. Add contributions to endowment annually.	Ongoing
2. Increase contributions by developing donor base.	2. Continually increase participation level among SJPII families in the Annual Fund. – Development Office, Professional Fundraiser & Administration	Goal is to have 75% participation of current families, and to develop other donors.	Send follow-up solicitation letters to non-responders. Provide weekly progress in newsletter and encourage families to participate.	Annually
3. Maintain relationship with donors.	3. Continue with Thank You Dinner for Donors. – Development Office, Professional Fundraiser & Administration	Continue building relationship with donors. Increased donations expected.	Plan and schedule yearly.	Annually
	4. Continue to develop alumni and past-parent base of potential donors. – Development Office	Maintain and renew relationships.	Continue to maintain contact with alumni through social networking, SJPII Facebook page and Senior Send Off Event, etc.	Ongoing
	5. Add a Major Gifts Person – Principal, Development Office, Board of Directors	Maintain and renew relationships.	Principal and Development Director interview candidates for immediate hire.	2014

	6. Continue to issue Quarterly Reports to Donors – Development Office & Administration	Maintain and renew relationships.	Continue to develop Quarterly Reports and post online.	Ongoing
	7. Apply for Grants – Development Office & Administration	Generate more funds from established foundations.	Research foundations that provide grants; Further training regarding grant writing.	Ongoing

Principal: \_\_\_\_\_ Date: \_\_\_\_\_ Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Facilities**

**School**

**ST. JOHN PAUL II CATHOLIC SCHOOL**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETION DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
<p>1. Maintain a pleasing campus facility to accommodate the needs of over 700 students and staff members.</p> <p>2. Continue to review and implement plan for preventative maintenance.</p> <p>3. Continue to review and assess safety of campus.</p>	<p>1. Continually assess the needs of the campus. Facilities manager, maintenance person, and maintenance manager.</p>	<p>Maintain a quality campus facility and address concerns before they create further damage.</p>	<p>Facilities manager walks campus monthly and provides an in-depth maintenance report. Maintenance personnel address concerns. Staff report any concerns or needs.</p>	<p>Ongoing</p>
	<p>2. Continually assess safety of campus as concerns arise. Principal, staff, parent input.</p>	<p>Provide a safe environment for students and staff.</p>	<p>Continually address safety concerns as they arise. Provide Active Shooter Training yearly for staff. Do a safety audit every two years.</p>	<p>Ongoing</p>

Principal: \_\_\_\_\_  
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Date: \_\_\_\_\_

Board President: \_\_\_\_\_  
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## Strategic Plan Implementation

\*= Occurs in multiple target audiences

**GOAL**

**Community Relations**

School

**St. John Paul II Catholic School**

OBJECTIVE	ACTION STEPS TO BE TAKEN (What, Who, When)	ANTICIPATED OUTCOME & COMPLETION DATE	ACTION TAKEN (What, Who, When)	ACTUAL OUTCOME
<p>1. Name awareness for John Paul II throughout the communities served.</p> <p>2. Community building activities for families, local churches, and businesses.</p> <p>3. To entice alumni to send their children to SJPII.</p>	<p>1. Provide opportunities for the school to build community. Principal, staff, development, religion coordinator, PTO, parent volunteers, alumni.</p>	<p>Foster sense of community within the school population and as members of the larger community.</p>	<p>a. Family BBQ - spring b. Community service projects-ongoing c. Annual Fund- fall d. PTO Events-ongoing e. Auction/Gala-November f. Parent Coffees-quarterly g. Run with the Saints 5K-November ETC.....</p>	<p>Develop a strong sense of community in the area.</p>
	<p>2. Build relationships with local parishes. Principal, development, religion coordinator, PTO.</p>	<p>Increase awareness of SJPII in the parish community and provide services to the parish as needed.</p>	<p>Advertise in church bulletins. Assist with bazaars, service projects, and the needs of the parish. Provide information tables during Catholic Schools Week. Continue to host luncheon for area priests and deacons.</p>	<p>Ongoing</p>
	<p>3. Brand the name of the school. Bullpen Marketing, Principal, Development.</p>	<p>School logos and name will be easily identifiable and recognized.</p>	<p>Working with Bullpen to develop logos and branding guidelines for the name of the school. 2014/15</p>	<p>2014/15</p>
	<p>4. Provide articles for Catholic Herald and local papers on accomplishments at SJPII. Development, Principal.</p>	<p>Name recognition and quality reputation in the community.</p>	<p>Development office continually providing news worthy articles to local papers.</p>	<p>Ongoing</p>

	5. Build alumni relationships. Development, Principal, Staff.	Loyalty to Catholic education for alums and their families. Alumni send their children to SJPII.	Facebook page updated regularly. Host Senior Send Off and invite alum to various school events. Offer priority over new families during registration.	Ongoing
	6. Continue to build local business relationships. School staff, Gala chairs, PTO.	Continue to maintain a healthy working relationship with area businesses.	Support restaurants hosting SJPII Nights. Accept advertisers for our school directory. Solicit donations for auction/gala.	Ongoing
	7. Continue to maintain relationships with past parents, grandparents, and donors. Development office, Principal, Board, Staff, PTO.	Maintain relationships and sense of community.	Host Grandparent's Day, produce quarterly report, invite to special events at SJPII, send Christmas Cards, provide name recognition for contributions, ETC.	Ongoing

Principal: \_\_\_\_\_ Date: \_\_\_\_\_ Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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## Strategic Plan Implementation

**GOAL**

**Technology**

**School**

**St. John Paul II Catholic School**

<b>OBJECTIVE</b>	<b>ACTION STEPS TO BE TAKEN (What, Who, When)</b>	<b>ANTICIPATED OUTCOME &amp; COMPLETION DATE</b>	<b>ACTION TAKEN (What, Who, When)</b>	<b>ACTUAL OUTCOME</b>
<p>1. Utilize current technology to enhance, streamline, or automate education.</p> <p>2. Utilize technology for Enrollment, Registration, and online purchases.</p>	<p>1. Continue to invest in technology as an additional resource tool in the classroom. Administration, IT person, teachers.</p>	<p>Smart technology installed in all classrooms. Summer 2014.</p>	<p>Purchase and install Mimio's in remaining classrooms. Summer 2014</p>	<p>Utilizing the latest technology for instruction.</p>
	<p>2. Expand BYOD to 6<sup>th</sup> &amp; 7<sup>th</sup> grade. Admin, IT person, teachers.</p>	<p>Students being able to use their own device at school to access technology in the classroom. August 2014.</p>	<p>Provide parents with instructions on BYOD for 6<sup>th</sup> &amp; 7<sup>th</sup> graders. Provide training for teachers. Purchase software to monitor what students are doing on their devices.</p>	<p>Allow students to access technology in the classroom.</p>
	<p>3. Continue to improve Edline Teacher Pages. Teachers, IT person, Admin.</p>	<p>Accessing additional educational information for students and parents. Ongoing</p>	<p>Provide teacher training and suggestions on how to continue to improve Edline pages.</p>	<p>Ongoing</p>
	<p>4. Continue to purchase educational software along with new curriculum and additional software to assess and supplement learning. Admin, teachers, IT person.</p>	<p>To continue to enhance the education at SJPII and provide additional resources and tools for students and teachers.</p>	<p>Purchase Spanish and Social Studies software along with the new curriculum. Summer 2014</p>	<p>Ongoing</p>
	<p>5. Continue to integrate Robotics in our Stretch Program and middle school electives. Admin, Stretch teachers, coaches, robotic kits, training, MS computer teacher.</p>	<p>Students learn programming skills and the value of technology.</p>	<p>Continue to grow our robotics teams in Stretch, Early Robotics, and middle school elective. Provide coaching, training, and resources.</p>	<p>Ongoing</p>
	<p>6. Continue regular rotation of computer updates (3-5 yrs). Admin, Budget, IT person.</p>	<p>Students and staff working with the latest technology.</p>	<p>Continue to update ¼ of the computers on campus each year.</p>	<p>Annually during summer break.</p>

	7. Continue to provide staff and teachers technology development. Admin, staff, IT person, webinars, trainers.	All staff will continue to develop various technology skills.	Continue to provide staff with the support needed to integrate technology in instruction, lesson planning, grading, Edline pages, etc.	Ongoing
	8. Provide online student applications and registration. Admin, Admissions, Business office, IT person, Admin Plus Software training.	Simplify and automate registration and the application process. January 2015.	Setup Admissions Plus Software to allow for online registration and applications for 2015.	Automated registration and applications starting 2015.
	9. Provide online purchasing of PTO Spirit Store items. Admin, PTO, business office, Bullpen Marketing, IT person.	Allow easy access and purchasing of PTO spirit store products.	Business Manager coordinated with Acceptiva, PTO, and Bullpen Marketing to create an online ordering system.	Online PTO store made available March 2014.

Principal: \_\_\_\_\_ Date: \_\_\_\_\_ Board President: \_\_\_\_\_ Date: \_\_\_\_\_  
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