

## St. Michael's Catholic School 2017-2018 Action Plan

*The Mission of St. Michael's Catholic School is to know as Jesus knows, to love as Jesus loves, and to serve as Jesus serves.*

*The Philosophy of St. Michael's Catholic School is that St. Michael's Catholic School is dedicated to helping each child realize his/her full potential. We are committed to each child's total education: spiritual, intellectual, physical, emotional and social. We strive to instill Christian values so that each student becomes a force of good in God's world. Our educational program leads, encourages and aids each student to develop his/her unique abilities. We respect the distinct attributes of each student. By providing an atmosphere of living and learning in the light of faith, we encourage each individual to become a whole person.*

*The vision of St. Michael's Catholic School is to develop future leaders who will draw on their faith as they make decisions for the community, nation, and the world.*

Domain I: MISSION, PHILOSOPHY AND VISION			
The Catholic school is a unique environment, which has as its primary purpose the continued formation of the Christian person. Members of the school community are called to unite in worship, to proclaim the Gospel message and to serve others.			
Action	Persons Responsible	Completion Date	Evidence
The mission statement will be visible in multiple areas to include the marquee, all outgoing documents, all classrooms, spirit shirts, and both building common areas.	Principal, Staff	August 2017 and ongoing	Mission Statement will be visible.
Staff, parents, and students will understand the mission	Principal, Staff	August 2017 and ongoing	Lesson plans, student work, meeting minutes

and philosophy of school and they will be the driving force of the school and the school day.			
Vision statement will be posted and reinforced throughout the school and the school day.	Principal, Staff	August 2017 and ongoing	Documented vision statement and the vision statement visible
<p>Domain II: COMMUNITY</p> <p>The school's Catholic identity promotes a community of believers and learners in the spirit of Jesus Christ as experienced in the Catholic Church and lived out as active citizens in today's society. Members of the school community are called to unite in prayer, to proclaim the Gospel message and to serve others.</p>			
Action	Persons Responsible	Completion Date	Evidence
Each classroom and room in the building (to include kitchen and custodian's room) will have a designated saint and classes will present their saint on the feast day of their saint at Morning Assembly.	Principal, Staff	August 2017 and ongoing	Displays, pictures, saint information
Prayer areas will be maintained around the school to include a prayer garden.	Principal, Staff	August 2017 and ongoing	Displays, pictures
A prayer area will be designated in each classroom for special intentions for the class to pray for daily.	Principal, Staff	August 2017 and ongoing	Displays, pictures
A prayer wall (bulletin board)	Principal, Staff	August 2017 and ongoing	Displays, pictures

will be maintained for the school in the hallway for students to add pray intentions.			
Each grade level will lead a school wide service project.	Principal, Staff	August 2017—May 2018	Notes, flyers, newspaper articles
Students will develop ways to give back to organizations that serve the school such as The Catholic Daughters and The Knights of Columbus.	Student Council	August 2017—May 2018	Meeting minutes, pictures
Staff will participate in community events such as Christmas Downtown, TurkeyFest.	Principal, Staff	August 2017—May 2018	Pictures
A plan to encourage participation in HSA (Home School Association) will be developed.	Principal, Staff, HSA Officers	August 2017—May 2018	Meeting minutes, pictures
A plan to require parent participation/volunteering with our school will be developed	Principal, Staff	August 2017—May 2018	Sign in notebook
<b>Domain III: GOVERNANCE, ADMINISTRATION AND MANAGEMENT</b>			
School governance supports an educational program of high quality with systematic, legal, and fiscal responsibilities.			
Action	Persons Responsible	Completion Date	Evidence
Teachers will be required to attend all HSA Meetings.	Principal	August 2017—May 2018	Sign in sheets
HSA and School Advisory	Principal	August 2017—February 2018	Sign in sheets, newsletters,

<p>Council will participate in the development and implementation of the Self Study for Accreditation. Self Study will be shared with parents through website, newsletters, and meetings.</p>			<p>website</p>
<p><b>Domain IV: PERSONNEL</b></p> <p>The instructional leader initiates and monitors an effective and efficient program of studies. The principal has a major responsibility of providing instructional leadership in the school. Collaborative program planning is encouraged and assistance from appropriate faculty and staff is actively solicited. The contribution of all concerned, under the leadership of the principal, should be considered in evaluating the effectiveness of the educational program within the school.</p>			
Action	Persons Responsible	Completion Date	Evidence
<p>A leadership team consisting of principal and teachers will be established to address curriculum and instructional concerns.</p>	<p>Principal</p>	<p>August 2017</p>	<p>Meeting minutes</p>
<p>Staff meetings will be conducted weekly to address curriculum and instructional issues.</p>	<p>Principal</p>	<p>August 2017—May 2018</p>	<p>Agendas, meeting notes</p>
<p>Walk throughs will be conducted daily by the principal to address norms in instructional practice.</p>	<p>Principal</p>	<p>August 2017—May 2018</p>	<p>Walk through documentation</p>
<p>Grade levels/cross grade levels will meet daily to establish curriculum and</p>	<p>Principal, staff</p>	<p>August 2017—May 2018</p>	<p>Meeting notes</p>

learning for the week.			
Lesson plans (paper copy) will be turned into the principal each week.	Principal, staff	August 2017—May 2018	Lesson plan copies
<p><b>Domain V: CURRICULUM, INSTRUCTION AND ASSESSMENT</b></p> <p>The purpose, design, and implementation of the curriculum represent the school's mission. A Catholic atmosphere, which is shared as well as understood by teachers, students, and parents, permeates all areas of the curriculum. Instructional decisions support the school's academic goals, objectives, and priorities. Evaluation of the curriculum is continuous and responsive to student needs.</p>			
Action	Persons Responsible	Completion Date	Evidence
Curriculum documents from the Diocese of Victoria will be followed.	Principal, staff	August 2017—May 2018	Lesson plan copies
Curriculum will be analyzed weekly at grade level meetings and staff meetings.	Principal, staff	August 2017—May 2018	Meeting notes, agendas
Data from IOWA testing, weekly grades, and 9 weeks grades will be analyzed and will drive instruction.	Principal, staff	August 2017—May 2018	Meeting notes, agendas
Instructional practices will be rigorous throughout the day to include HEAT strategies (Higher Order Thinking, Engaged Learning, Authentic Learning, and Technology)	Principal, staff	August 2017—May 2018	Walk through documentation
Catholic Identity will be evident throughout instruction.	Principal, staff	August 2017—May 2018	Walk through documentation

Domain VI: STUDENT SERVICES			
Student services enhance the curriculum and are an integral part of the learning process.			
Action	Persons Responsible	Completion Date	Evidence
Support to include Priests and knowledgeable volunteers from the parish and diocese will be utilized to teach the students.	Principal	August 2017—May 2018	Student work
Counseling curriculum will be implemented in the classroom to support instruction.	Principal, staff	August 2017—May 2018	Lesson plan copies
Library will be available at all times for students to do research.	Principal, staff	August 2017—May 2018	Library records
Electronic books will be available to all students through the web.	Principal, staff	August 2017—May 2018	MyOn record
Accelerated Reader goals will be set high for reading.	Principal, staff	August 2017—May 2018	AR record
Mathletics and other electronic math programs will be utilized to build skills.	Principal, staff	August 2017—May 2018	Mathletics record
Domain VII: PLANT AND FACILITIES			
The physical plant and facilities of the school are adequate, safe, well designed for instruction and conducive to learning. The indicators take into account the various groups served, I.E., early childhood, elementary, before/after school program.			
Action	Persons Responsible	Completion Date	Evidence

All facilities and grounds will be made safe to include removal of elements that seem dangerous to students and staff.	Principal, Pastor	August 2017 and ongoing	Maintenance records
Create easy access to prayer gardens, and other prayer areas for all students.	Principal, Pastor	August 2017 and ongoing	Maintenance records
Post signs for visitors coming on campus with rules, directions to buildings, and school mission and vision.	Principal	August, September 2017	Maintenance records