

GOAL #1

Create and strengthen meaningful relationships within and between the school and parish communities.

Rationale:

- Common purpose strengthens community.
- A disconnect exists between parish and school.

Short-term objectives:

- More school families at Lourdes Masses
- Improved attendance at Wednesday morning prayer group.
- Opportunities for increased interaction between school and Religious Ed children.

Action Plan:

1. On the first Saturday of every month after 5 pm Mass host a pizza party for Parish and School families.

STEPS:

- a. To be coordinated with Monsignor Filardi, publicized through the bulletin, financed by the parish and school together
- b. Persons responsible - Angie Novak
- c. Start date - September 2017
- d. Evaluation date December 2017
- e. Evaluation criteria: consistent attendance at Mass, consistent attendance at Pizza Party

2. Declare the 9am Sunday Mass as a family Mass and have children's choir sing once a month.

STEPS:

- a. Coordinate with Monsignor Filardi to encourage this from the pulpit
- b. Coordinate with the current "donut person" to have enough donuts for after-mass gathering
- c. Publicize through Wednesday Words and bulletin.
- d. Make sure it's not the same weekend as the Pizza Party
- e. Find choir director
- f. Coordinate with Rosa Tundo for altar servers
- g. Start date September 2017
- h. Evaluation date September 2017
- i. Evaluation criteria: consistent school family attendance at Mass
- j. Persons responsible - Angie Novak

3. Explore the possibility of Parish-School service projects.

STEPS:

- a. Coordinate with Parish Council members to arrange for one event.
- b. Evaluate participation in the event
- c. Evaluation criteria: participation from both communities, post event survey

FINISH OR EVALUATION DATE: June, 2018

GOAL #2

Create and articulate for all stakeholders an administrative structure that supports and identifies school leaders and their roles.

Rationale:

- Long term viability of the school depends on the involvement of a faculty team.
- Teacher leaders who understand the mission and goals of the school will be able to ensure that those goals and the mission are sustained when leadership (Pastor or Principal) changes.
- Future transitions will have less of an impact on enrollment if school community has confidence that school leaders will maintain the mission and culture of the school.

Short Term Objectives:

- Make sure that the school community is aware of the new administrative team, their roles and the rationale for this governance change.
- Improve the efficiency of daily operations and long-term planning in the areas of instruction and curriculum.
- Provide opportunities and support for teacher leaders who will assume responsibility for ensuring sustainability of the school's mission and culture.

Action Plan:

STEPS

- Notify school parents of the team's existence, members and roles in August 2017
- Reconfigure work spaces in the school to support the new structure.
- Create job descriptions for team members
- Team will meet during summer of 2017 to establish roles, responsibilities and goals.
- Establish a School Advisory Board to follow through on plan and to advise administration.
- Evaluation criteria: effectiveness in specific areas, school management and operation, teacher supervision and effectiveness, curriculum planning and instructional strategies
- Adjust budget to support new responsibilities and roles.
- Evaluation date - January, 2018 and June 2018
- Persons responsible - Mr. Long and Mrs. McGann

FINISH OR EVALUATION DATE: September 2017, January 2018, June 2018

GOAL # 3

Improve overall retention rate to 90% by 2020.

Rationale:

- To accomplish the school's mission and to sustain the successes we have achieved with regard to consistent enrollment and academic achievement, it is important to retain students from Little Group through grade eight.

Short term objectives:

- Improve retention for Pre-K students.
- Collect useful data regarding withdrawal of students in classes other than Pre-K and Little Group

Action Plan:

1. Create exit survey to be administered when parents decide to withdraw their children from Lourdes.

STEPS

- a. Collaborate to create a brief survey
- b. Distribute survey to parents who are withdrawing their children.
- c. In Summer, 2018 analyze data from 2017 and 2018 withdrawals.

Persons Responsible: Administrative team

2. Match current families with incoming families and encourage them to sustain those relationships through regular get-togethers throughout the school year.

STEPS

- a. Through HSA Board identify current families who are willing to connect.
- b. Encourage families with children in the same or one grade higher to connect with new families.
- c. Follow-up through HSA to make sure that families are keeping touch (sending an email each quarter reminding them to reach out.)

Persons Responsible: HSA, Development Director

3. Begin Little Brother Little Sister Program and other plans to support new families

STEPS

- a. Match students with buddies three grades above them.
- b. Schedule in-school events for the children, including Field Day events
- c. Combine class socials
- d. Survey new parents midway through the first year to discover their desires for social events and connections within Lourdes community.

Persons Responsible: Administrative team and Development Director

EVALUATION OR FINISH DATE: June 2018, June 2019, June 2020

GOAL # 4

Improve the usability and accessibility of the school building, while supporting academic innovation.

Rationale:

- The building is old. We need more space. We need to have space for an all-school science lab. Administrative reorganization will require some space changes. Bathrooms need renovation.

Short-term Objectives:

- Create additional classroom space, preferably space that can be used for Science Lab.
- Include a line item in our budget for improvements to the facility, and make regular contributions to that budget item.
- Raise funds for renovation of the space behind the gym.
- Retain GTM for drawings and ideas.
- Get price estimate for project.
- Create a timeline and prioritize needs.
- Retain a contractor.
- Plan for and communicate renovation plans and fundraising needs.

STEPS

- a. Contact GTM - done - drawings done - engineer coming out.
- b. Contact contractor - done - waiting for engineer's report and final drawings.
- c. Get estimates from Master Plumbing for beginning work on bathrooms on first floor.
- d. Apply for State Aging Building Funds - done - \$27,500
- e. If necessary, contact specific donors for specific work.

Persons Responsible: McGann & Long

EVALUATION OR FINISH DATE: 9/2017, 9/2018, possibly 9/2019