

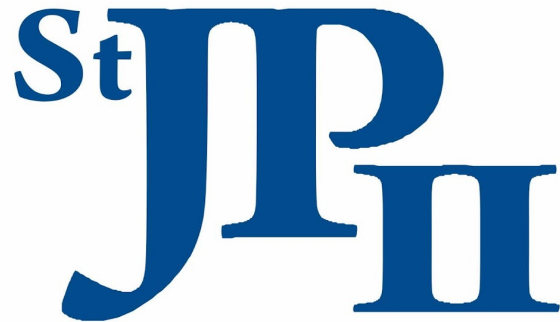
# St. John Paul II Catholic School

Archdiocese of Galveston-Houston

*Educating Mind, Heart and Spirit*

Strategic Action Plan

**2022-2027**



*St. John Paul II Catholic school prepares all students spiritually and academically to succeed in life and to do God's will.*

## **Home of the Saints**

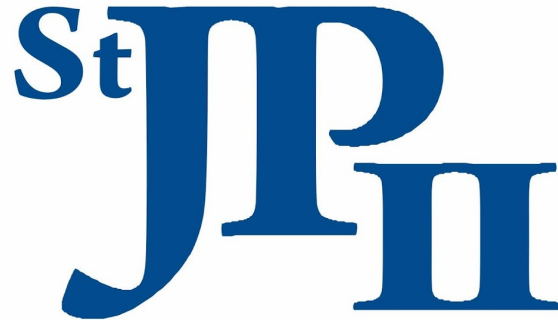
1400 Parkway Plaza Drive

Houston TX 77077

Phone 281-496-1500 Fax 281-496-2943

[www.jp2.org](http://www.jp2.org)

# St. John Paul II Catholic School



*St. John Paul II Catholic school prepares all students spiritually and academically to succeed in life and to do God's will.*

## **Tables Showing Goals, Objectives and Action Plans**

- A. Integrated Catholic Spirituality
- B. Excellence in Education
- C. Development and Community Relations
- D. Facilities
- E. Finance

**Area of Focus: Integrated Catholic Spirituality**

**Goal 1 of 3: Further enrich and integrate our Catholic faith, traditions and teachings into the lives of our students and staff.**

Action Items:	Person (s) Responsible:	Completion Date:	Outcomes/Evidence:
Integrate technology with Catholic teaching	Teachers, Religion Coordinator, Admin., Religion PLC, Tech Coordinator	Ongoing	Lesson Plans, Walkthroughs, Resources, Tech training with Catholic point of view, PLC cross-curricular
Provide specific in-house spiritual Retreats for students	Teachers, Religion Coordinator, Admin., Religion PLC, Tech Coordinator	Ongoing	Theology PLC Minutes/Planning, Student/Staff survey
Provide opportunities for staff spiritual formation	Theology PLC, Religion Coordinator, Admin, Chaplain	Ongoing	Eucharistic minister trainings, Masses for staff only, Catechist hours, Retreat, bible study - all teachers catechist certified
Ensure Catholic Teachings are being followed in all areas of instruction especially regarding gender/Science	Theology, Religion Coordinator, teachers, Admin	Ongoing	Continual review of materials/resources Use Cardinal Newman Society guidelines for Science/Religion
Ensure the teachings of our Patron Saint, Saint John Paul II, are taught throughout the curriculum and made known throughout our school community.	Admin, Religion Coordinator, Teachers	Ongoing	Branding, lesson plans, announcements, homilies

**Area of Focus: Integrated Catholic Spirituality**

**Goal 2 of 3: Further enrich and integrate our Catholic faith, traditions and teachings into the lives of our families.**

<b>Action Items:</b>	<b>Person (s) Responsible:</b>	<b>Completion Date:</b>	<b>Outcomes/Evidence:</b>
Incorporate a New Student/Parent Mass	Admin & Religion Coordinator	Ongoing	Invite new families to attend April/May before their acceptance year including ambassador families
Increase participation in Mass at school	Religion Coordinator	Ongoing	Increase parent Mass attendance. Invite through ambassador families, back to school Mass for parents, students are engaged and actively responding and singing (possible buddy system)
Instill importance of Sunday Mass with their children	Admin, Religion Coordinator, Religion PLC, & Teachers	Ongoing	<p>Students will have opportunities in class to share the learning of their faith and understanding of Christ's teachings by attending Mass with their families. Use Celebrating Sundays booklet in Religion classes</p> <p>Create opportunities for families to attend a StJP II reception at their parish.</p>
Provide guidance to the families as to the religion curriculum, including ways they can reinforce lessons at home	Religion coordinator and teachers	Ongoing	Provide further correspondence throughout the year in our Religion corner in weekly newsletter

**Area of Focus: Integrated Catholic Spirituality**

**Goal 3 of 3: Further Develop Community Awareness of our school through promotion of Catholicity and outreach.**

<b>Action Items:</b>	<b>Person (s) Responsible:</b>	<b>Completion Date:</b>	<b>Outcomes/Evidence:</b>
Display Catholic symbols, which coincide with liturgical calendar inside and outside school	Religion Coordinator, Religion PLC, & admin	Ongoing	Prayer tables, advent candles
Continue Seminarian adoption throughout grade levels beginning in 3rd grade	Religion Coordinator, Religion PLC, Admin & Board, Chaplain	Ongoing	Donations/fundraising, communal event(s)  Make sure each year that we continue to involve and stay in contact with grade level seminarians, host seminary lunch with kids
Promote use of chapel for services to our saint family (both current and former)	StJP II Staff & Board	Ongoing	Prayer services, weddings, rosaries, (any other approved services)

## Area of Focus: Educational Excellence

### Goal 1 of 2: Increase instructional support for teachers and students.

Action Items:	Person (s) Responsible:	Completion Date:	Outcomes/Evidence:
Consider creating a dedicated space to be utilized as a Learning Resource Center	Admin, Librarian, Dean of C & I, Resource teacher	Ongoing	Learning Lab complete to serve whole school with multiple areas for students
Consider the addition of support staff	Admin, Student Support Team	Ongoing	Possible intervention support if budget allows Learning center support
Provide opportunities for middle school/high school staff collaboration	Admin, MS teachers, counselor	Ongoing	High school visits, in-service networking, panel discussion Course syllabus from HS teachers
Provide opportunities for social emotional learning (SEL)	Admin, counselors, teachers	Ongoing	Consider addition of full-time MS counselor and assess current guidance program as it is delivered within curriculum
Addition of middle school advisory time	Admin, counselors, teachers	Ongoing	Provide time during MS schedule to support students
Improve and expand Stretch program's infrastructure	Admin & Stretch teachers	Ongoing	Consider addition of Student Support Team with tiered model of support and methods to fund
Ensure that the resources available for students that are struggling are effective and meeting the needs of those students	Admin. and instructional staff	Ongoing	Utilize computer software to track student progress and identify instructional needs. Benchmarking, F&P and Math assessments (NWEA)
Support staff in data analysis process	Admin, Dean of C&I	Ongoing	Model best practices in data disaggregation to adjust instruction

## Area of Focus: Educational Excellence

### Goal 2 of 2: Enhance and improve educational program and instructional resources.

Action Items:	Person (s) Responsible:	Completion Date:	Outcomes/Evidence:
Continue to improve upon and monitor instruction, assessment and implement research-based best practice	Admin. & Teachers	Ongoing	Implement phonetic inventory and reading benchmark assessment to track student growth and assess needs
Implement further opportunities to integrate STREAM across curriculum	Admin & Teachers PLC Groups	Ongoing	Addition of STREAM lab 21-22 school year, STREAM night, become STEM certified
Continue to provide opportunities for Professional development	Admin & Teachers PLC Groups	Ongoing	Instructional Rounds, NCEA Love & Logic
Evaluate current assessment tool for admissions	Admin & Admissions	Ongoing	Review online admissions process
Evaluate current enrichment programming within our school to determine if needs are met (fine arts, athletics, foreign language)	Admin & Teachers PLC Groups	Ongoing	Speech & Debate as an elective Addition of Spanish Honors class Participate in UIL - one act play
Modify Technology Acceptable Use Policy to increase student safety, inform parents, and limit school filtering liability outside of school hours	Admin, StJPll students and stakeholders, Tech Coordinator	Ongoing	Phase out student-owned Chromebooks, annual Student safety training

## Area of Focus: Development and Community Relations

### Goal 1: Heighten internal/external awareness of St. John Paul II Catholic School

Action Items:	Person (s) Responsible:	Completion Date:	Outcomes/Evidence:
Maintain consistency in branding	Development	Ongoing	Formalize car stickers and athletic wear/equipment, uniforms
Increased marketing and maintain key messages to communicate our value	Development, Admin & Board	Ongoing	Virtual tour of campus for new families, tool kit for ambassadors and staff, admissions - promotional videos and alumni testimonials
Continued efforts of one-to-one meetings with external constituents.	Development & Board	Ongoing	Editor outreach, community service, fine arts showcase, staff service project, student off campus(showcase band/choir etc) Gifts to annual fund
Continued efforts of one-to-one meetings with internal constituents.	Development & Board	Ongoing	Educate new families, 8th grade exit interviews, ambassador scripts, parent socials beyond school events, courting donors
Create opportunities to further engage our alumnae	Development, Admin & Board	Ongoing	Alumni board/newsletter, college care packages, social gatherings, alumni Mass, invite to participate in events
Keep graduating families "in the loop"	Development, Admin & Board	Ongoing	Correspondence and One-to-One meetings with Donor Relations
Increase marketing and advertisement of school	Development, Admin & Board	Ongoing	Branding on all collateral and correspondence. Maintain ratings on google, etc. Possible link to teacher bios on website



**Area of Focus: Facilities****Goal 1: Maintain learning environments that are safe, inviting and conducive to learning**

<b>Action Items:</b>	<b>Person (s) Responsible:</b>	<b>Completion Date:</b>	<b>Outcomes/Evidence:</b>
Continue to assess campus safety procedures annually	Admin, Board & StJPll staff	Ongoing	Reunification drill, update Pandemic procedures, meet biannually, perimeter fence
Develop further appreciation for facilities among community through different initiatives	StJPll staff & parents	Ongoing	Capital campaign
Upgrade library to Learning Resource Center	Admin, Board	Ongoing	Visit peer campuses, space analysis
Continue classroom cabinet updates	Admin, Board, Facilities Committee	Ongoing	Complete Kinder, 1st, and 5th grades
Evaluate opportunities to expand or improve educational and athletic facilities based on needs	Admin. Facilities committee & Board	Ongoing	Annual needs assessment, visit peer campuses, prioritize capital improvements: GSC/BAC sound, developmental appropriateness of playground, lights on field, bleachers
Work together to maintain and care for our school campus and environment	Admin, Board & StJPll staff, students and StJPll community	Ongoing	Well-maintained campus

**Area of Focus: Finance**

**Goal 1 of 2: Maintain a balanced budget that supports our Mission while maintaining an affordable tuition.**

<b>Action Items:</b>	<b>Person (s) Responsible:</b>	<b>Completion Date:</b>	<b>Outcomes/Evidence:</b>
Initiate Capital Campaign if needed	Board, Admin	Ongoing	Form committee, prioritize needs
Continue to grow Endowment actively pursuing potential gifts	Board, Investment Committee & Development & Admin	Ongoing	Annual Goals provided by the Endowment Committee, increase donor meetings, current lists
Analyze tuition assistance	Board, Admin, tuition assistance committee	Ongoing	Triennial service review, compare data
Review advertising	Board & Development	Ongoing	Annual Cost analysis
Evaluate the allocation of financial assistance	Board & Tuition Assistance committee	Ongoing	Yearly budget
Continue to Increase Annual Fund giving on a yearly basis	Finance Committee and Development	Ongoing	Yearly budget, scale of gifts, one -ro - one meetings
Limit fundraising efforts	Development & Admin.	Ongoing	Calendar of fundraising events and community outreach
Maintain full enrollment	Admin. & Admissions	Ongoing	Classrooms at capacity, exit interviews
Analyze and review annual salaries	Admin. Business manager & Finance committee	Ongoing	Faculty and Staff offered competitive salaries within budget as well as tuition/fees review
Evaluate instructional and supplemental programs to determine meeting the needs of our school and fund them accordingly	Admin, PLC, & Finance Committee	Ongoing	Budget

**Area of Focus: Finance****Goal 2 of 2: Streamline Student Information System (SIS) & payment processes**

<b>Action Items:</b>	<b>Person (s) Responsible:</b>	<b>Completion Date:</b>	<b>Outcomes/Evidence:</b>
Review and update Formal Salary Schedule for Staff	Office Staff, Admin, Finance Committee and Board	2022	Peer school comparisons
Research, compare, and consolidate online payment system	Office Staff, Admin., & Tech Coordinator, development	Ongoing	Implement new process/systems as needed