

St. Joseph Catholic School
School Improvement Plan 2018-2019



School Improvement Stakeholders

Andrew Haake – Principal	Kayla Brewer – SAC Parent
Father Barnhill - CAO	Susie Witulski – SAC Non-Parent
Emily Lohr – 2 nd Grade Teacher	Amber Ferguson – SAC Parent
Denise Behrends – Preschool Teacher	Rob Ostdiek – SAC Non-Parent
Ellen Hagemeyer – 4 th Grade	Dan Wiedel – SAC Parent
	Betty Witulski – SAC Non-Parent

Adopted 10/2017

MISSION STATEMENT

“As followers of Christ at St. Joseph Catholic School, we will encourage, strengthen, share the faith, and facilitate life-long learning for all of God’s children.”

BELIEF STATEMENTS

FAITH

- We believe we are all children of God and through Jesus Christ, all things are possible.
- We believe in the importance of unity with the Catholic Church
- We believe faith formation occurs during prayer, worship, Eucharistic liturgy, and permeates all aspects of education at St. Joseph Catholic School.

ACADEMICS

- We believe in educating the whole child, spiritually, academically, emotionally, physically, and socially.
- We believe in setting high expectations and challenging our students to exceed them.
- We believe personally connecting with our students creates an environment for growth.

COMMUNITY

- We believe family is the core of our Church and school.
- We believe in assisting parents in their duty as the primary educators of their children.
- We believe we are partners with parents and the community in the development of our students.
- We believe that a positive school culture promotes academic success, makes learning relevant, and promotes positive behavior.

SCHOOL DESCRIPTION

St. Joseph Catholic School educates children from preschool through 5th grade. Each grade level has a Catholic lay teacher dedicated to the mission of Catholic education. Administration consists of a lay Principal and the parish pastor as the Chief Administrative Officer. The Diocese of Lincoln Education Office provide oversight and direction in our Catholic identity.

St. Joseph Catholic School is faithful to Catholic teachings, respectful of the role of the parents and family in a child's education, and has a high regard for academic excellence. Class size currently is an average of 10 students per grade. This ratio of student to teacher provides the opportunity to build strong relationships as well as individualize the student's education based on their needs.

SCHOOL IMPROVEMENT PROCESS

In the summer of 2017, the School Improvement Committee consisting of Mr. Haake, Mrs. Lohr, Mrs. Behrends, and Mrs. Hagemeyer evaluated the current school improvement plan. Five categories were created to base the school's improvement plan upon: Catholic Identity, Curriculum and Instruction, Marketing and Retention, Facilities, and Finance. The committee started by evaluating the school's mission statement and connecting it with core beliefs held by the staff of St. Joseph. From there, the committee went through each category by developing a goal(s) for improvement, the action plan to achieve the goal, and the resources needed. Upon completion of the initial draft of the improvement plan, it was given to the School Advisory Committee to further edit. Prior to adoption, the plan was given to St. Joseph families to look through and consult with school administration with any inquiries. The school improvement plan will be adopted in the fall of 2017 and will be evaluated at the end of each school year to determine needed changes and additions.

St. Joseph Catholic School

Category: Catholic Identity

Goal: Students will develop a strong personal relationship with Jesus Christ.

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Intentional use of the Bible throughout the day	Ongoing	- Students' hands on access to finding Bible chapters & verses	- Bibles provided in 2 nd grade to all students	
2. Teach foundational prayers as well as emphasize spontaneous prayer	Ongoing	- Student progress on K-5 Diocese prayer checklist - Understanding of 4 forms of prayer (Adoration, Contrition, Thanksgiving, and Supplication)	- Prayer assessment coordinator that will meet with Principal to discuss progress	
3. Staff and students will make regular Eucharistic visits	Ongoing	- Chapel time present in classroom schedules	- School Chapel and the Church	

St. Joseph Catholic School

Category: Catholic Identity

Goal: Students will be active in celebrating the Liturgy

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Create a Liturgical calendar with activities to be held on specific feast days. Upon creation, staff will determine which feast days to celebrate that year at monthly staff meetings.	2018-2019	<ul style="list-style-type: none"> - Completion of calendar similar to a curriculum map - More feast day and Liturgical season recognition than in previous school years 	<ul style="list-style-type: none"> - Liturgical calendar with saints' days, major feasts & solemnities - Local school calendar of activities 	
2. Sacramental preparation for 2 nd grade and 5 th grade (every other year).	Ongoing	<ul style="list-style-type: none"> - Students cognitively, physically, and emotionally understand the meaning of receiving the Sacraments 	<ul style="list-style-type: none"> - Pastoral lessons, <i>Faith and Life</i> curriculum, <i>Blessed</i> curriculum and Reconciliation and First Communion resources. 	
3. Continue to take an active role in celebrating daily Mass	Ongoing	<ul style="list-style-type: none"> - Classes are partaking in Class Masses once per semester. - All classes take turn taking up offertory. - Student responsibility in Mass progressively increases by grade with server, altar society, and reader roles. 	<ul style="list-style-type: none"> - Teachers of 4th, 5th and Music guide the preparation and timing of involvement 	

St. Joseph Catholic School

Category: Catholic Identity

Goal: Students will develop Christ-like character through the teaching of Christian virtue

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Daily recitation of the monthly virtue prayer	Ongoing		Act of Faith Act of Hope Act of Love	
2. Implement Virtues in Practice Curriculum from the Dominican Sisters	2018-2019	<ul style="list-style-type: none"> - Take note of parent project completion - Completion of series by year's end 		
3. Recognize students who display the monthly virtue after Mass at the end of the month.	2018-2019	<ul style="list-style-type: none"> - Student engagement in nominating peers 	<ul style="list-style-type: none"> - Rewards from local business for students 	

St. Joseph Catholic School

Category: Curriculum and Instruction

Goal: Students will show measurable growth from the beginning of the academic year to the end of the academic year

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Emphasize and prioritize professional development of teachers - Consider pooling Title IIA funds with Diocesan or BPS Schools to create more PD opportunities	Ongoing	Required yearly documentation based on Rule 14	Title IIA funds will be primary funding source with additional Parish support if needed	
2. Hold assessment data meetings to: - Differentiate instruction - Progress monitor students of concern	Minimum 3 meetings per year	Incremental progress made from Fall to Winter and from Winter to Spring	- NWEA MAP data - ITBS Testing Data (grades 3-5) - Easy CBM reading data	
3. Use the Marzano evaluation as an instructional goal in the classroom	2018-2019	Post-observation evaluations, a shown common language of instruction throughout teachers, and an increased dialogue of effective teaching strategies	Robert Marzano literature and workshops	

St. Joseph Catholic School

Category: Curriculum and Instruction

Goal: Adopt a curriculum cycle to keep materials up-to-date and on the cutting edge.

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Evaluate current curriculum, gather input from teaching staff, analyze student academic data, and develop a curriculum adoption cycle	2017-2018			
2. Adopt new curriculum after researching curricular options, piloting, and consulting with Beatrice Public Schools to determine if Textbook Loan funds (Rule 4) will be used	Math – 2018-2019 Science – 2019 - 2020 Social Studies – 2020-2021 Language Arts – 2022-2023 * If funds are available, an attempt will be made to adopt Social Studies and Language Arts sooner	Gaps closing on any core subject deficiencies Increase in student engagement and achievement	Textbook Loan Funds Gala Auction Funds	

St. Joseph Catholic School

Category: Curriculum and Instruction

Goal: Create curriculum maps to align local curriculum with Nebraska and Diocesan Standards

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Adopt a template to be used				
2. Using the newest local curriculum, teachers enter grade-level Nebraska and Diocesan standards into the template and align it with their textbooks, workbooks, and other instructional resources to create a curriculum map	Math 2018-2019	Successful implementation of the curriculum map and informal feedback from teacher in relation to lesson/unit planning.	Future master calendars will need to allow for in-service time for completion of this project.	
3.				

St. Joseph Catholic School

Category: Marketing and Retention

Goal: Increase or maintain an average of 12 students per grade level.

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Invite parishioners with newborn children to an open house for Red Raven Daycare during Catholic Schools Week.	2018-2019, then ongoing.	Enrollment numbers increased at St. Joseph and inquiries increased at Red Raven Daycare	<ul style="list-style-type: none"> - Welcoming Committee - Open House during CSW 	
2. Implement a standardized daycare intake form in conjunction with information needed for future St. Joseph Catholic School enrollment.	2017-2018	St. Joseph preschool student enrollment show high concentration of Red Raven Daycare children	<ul style="list-style-type: none"> - Training for Daycare staff to respond to calls with consistent requests for information 	
3. License Red Raven Daycare for before/after school care for K-5 students.		Licensing Red Raven for extended care for K-5 students should help maintain or increase enrollment numbers of outgoing preschool students.	<ul style="list-style-type: none"> - 1 hired staff per 15 students. 	

St. Joseph Catholic School

Category: Marketing and Retention

Goal: Increase marketing visibility in effort to increase or maintain an average of 12 students per class.

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Create a short marketing video to be published on school website, social media, and other advertising platforms.	Create in 2017-2018 Continue to utilize ongoing	The number of video views will be monitored by website and social media	Production capabilities from St. Joseph parishioner	
2. Increased marketing outreach platforms. <ul style="list-style-type: none"> - Student News - From a Raven's View (student social media post) - Digital classroom newsletters 	Ongoing	The number of social media followers will be examined periodically	<ul style="list-style-type: none"> - Parish and School website and other advertising platforms - Social media platforms 	

St. Joseph Catholic School

Category: Facilities

Goal: Incorporate up-to-date technology into the school building

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Update security system by adding new secured door. Switch keypads and install new software.	2018-2019	Purchase/installation into the school		
2. Exchange old laptops for new Dell tablets	2018-2019	Purchase/installation into the school		
3. Install wireless display adapters for all projectors	2018-2019	Purchase/installation into the school		
4. Update to HDMI compatible projectors	2018-2019	Purchase/installation into the school		
5. Implement regular staff technology meetings	Ongoing	Monthly technology meetings led by various staff to share new ideas and resources		

St. Joseph Catholic School

Category: Facilities

Goal: Maintain and enhance the aesthetics and functionality of the school building

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Improve lighting throughout the west wing and 2 nd floor	2018-2019		Consultation with Adams Electric, light bulbs, paint, and replace paneling	
2. Purchase new desks and chairs	TBD	Purchase/installation into the school	Funds from Gala	
3. Update classroom doors to self-closing to improve safety	TBD	Passing of the Catholic Mutual Safety Audit and input from coordinator Zach Doran	Funds from Gala	

St. Joseph Catholic School

Category: Finance

Goal: Decrease the Parish subsidy to the school from 90% to 75% by year 2022.

Action Plan	Timeline	Evidence of Success	Resources Needed	Evaluation
1. Develop a Stewardship education meeting for school parents	2018-2019; continue for future years	An increased understanding of Parish and school finance	<ul style="list-style-type: none"> - Committee formation - Determine appropriate time and curriculum of the meeting (online and/or evening speakers). 	
2. Put forth a 5 year tuition increase plan	2017-2022	Increase in revenue and decrease in Parish subsidy to the school		
3. Implement a Stewardship Covenant and quarterly stewardship report to achieve school financial transparency	2018-2019	<ul style="list-style-type: none"> - Increase in revenue and decrease in Parish subsidy to the school - 100% completion of Stewardship Covenant from parents 		

SCHOOL IMPROVEMENT PLAN SUMMARY

St. Joseph Beatrice

The St. Joseph Beatrice School Improvement Plan has five categories: Catholic Identity, Curriculum and Instruction, Enrollment and Marketing, Building and Grounds, and Finance. The initial School Improvement Plan was implemented in the 2017-2018 school year. Listed below are the prioritize projects on the 2018-2019 School Improvement Plan.

Catholic Identity – We have discussed for a number of years creating a “Virtue of the Month” curriculum. We began two years ago by creating a new virtue each month and closing the day with our virtue prayer. We found that this effort was good conceptually, it wasn’t effective for impacting our students. We are implementing the *Virtues in Practice* curriculum created by the Dominican Sisters of Nashville this school year. Each month has a different virtue, saint, Bible verses, and activities students will complete as they move throughout the month. We will also be incorporating a student recognition at the end of the month for nominated students that have displayed that month’s virtue.

Curriculum and Instruction – We will be starting curriculum mapping this school year. The purpose is to ensure our curriculum is aligned with Diocesan and State standards. The curriculum mapping will serve as a planning tool for teachers as they move throughout school year to school year, but it will also greatly help new teachers that enter St. Joseph Catholic School.

Building and Grounds – In the last couple years we have given a diligent effort in improving school security. Last year, we installed an intercom system and added an additional security camera for our playground. This year, we are updating our door security system by adding a keypad on our middle floor door and installing new software. Our building is split level, so when people are buzzed into our school they have an option of going “up” or “down”. We don’t want any of our guests going “up” unless they’ve signed into the office. This will ensure that we know that anyone that has been buzzed in, cannot get into our school without office awareness.

Finance – This is the third year we’ve implemented a Stewardship Covenant, but we’ve made some major changes. Last year, we held a mandatory parent meeting for parents to look at our school financial situation and understanding that parish offerings are a major component of our school’s sustainability. The Stewardship Covenant asks that our parents contribute 25% of the cost per pupil if they have one child at St. Joseph or 25% of the cost per family if they have multiple. We will be sending parents quarterly updates on our giving efforts throughout the 2018-2019 school year.