

Our Lady of Grace Strategic Plan, 2013-2017



Action Item #1: Best Practices

Action Item #1: Under the guidance of the Catholic Schools Department of Oakland, improve student learning through curriculum mapping and research-based best practices.

Links to Loyola Benchmark #8: An excellent Catholic school uses school-wide assessment methods and practices to document student learning and program effectiveness, to make student performances transparent, and to inform the continuous review of curriculum and the improvement of instructional practices.

SLE Addressed: Unity

- We are active Catholics unified by our desire to be more like Jesus.
- We work well in groups and recognize that together, we are better.
- We practice self-discipline out of respect for ourselves, our community, our environment, and God's creation.
- We work actively toward identifying ways to understand, evaluate, and synthesize information to improve our lives and the lives of those around us.

Level desired for all students:

Focused professional development allows for the highest levels of learning for all students.

Action Item #1: Best Practices

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
<p>1. Complete curriculum maps for grades K-8 in math.</p> <p>2. Hold monthly faculty meetings dedicated to mapping.</p> <p>3. Provide financial incentives for teachers who work on their curriculum maps, provided via Title II funds.</p> <p>4. Complete curriculum maps for grades K-8 in LA.</p>	All teachers/ admin	<p>1. Completed following 11-12 school year.</p> <p>2. Monthly meetings held in 2011-2012 dedicated to mapping. This process will be re-implemented to review Common Core maps.</p> <p>3. Complete in 11-12.</p> <p>4. Completed following 11-12 school year. To be revisited at the start of the 2013-2014 school year as we implement Common Core for LA in 2014.</p>	<p>1. Curriculum Mapper website, Google Docs, texts.</p> <p>2. Time.</p> <p>3. \$1200 from Title 2 funds.</p> <p>4. Curriculum Mapper website, Google Docs, texts.</p>	<p>1. Maps reviewed by the principal.</p> <p>2. Available via weekly bulletin and faculty agenda archive.</p> <p>3. Title Funds report.</p> <p>4. Maps reviewed by the principal.</p>	<p>1. We begin this process (relatively) anew as we welcome in the Common Core. Please see the attached guidance document (Grade 2) for a sample of how we plan to implement new scope and sequence, assessment, and reporting as a result of the shift to the common core.</p> <p>4. We will follow the same process of implementation for LA as we did for math.</p>

Action Item #2: Parent Faith Formation

Action Item #2: To provide meaningful parent faith formation for OLG families with a focus on service; to maintain an active and effective School Board and Parent Group as a result of this focus on service; to promote positive relationships with local Catholic high schools via parent education.

Links to Loyola Benchmark #4: An excellent Catholic school adhering to mission provides opportunities for adult faith formation and action in service of social justice.

Links to Loyola Benchmark #6: An excellent Catholic school has a qualified leader/leadership team empowered by the governing body to realize and implement the school's mission and vision.

SLE Addressed: Truth

- We are honest in our academic, social, and personal pursuits.
- We use technology appropriately and effectively.
- We set goals for ourselves and are genuine in our evaluation of our efforts.
- We solve problems creatively, never quitting until the job is done.

Level desired for all students:

Strong adults help to set a good example for all scholars, and these programs support the growth of all students.

Action Item #2: Parent Faith Formation

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
<p>1. Implement Tribes Nights for parents to help them understand the Tribes process.</p> <p>2. Family Liturgies</p>	<p>1. Principal</p> <p>2. School Board/ Principal/ Pastor</p>	<p>1. Completed, 2012; Scheduled again for BTS Night 2013</p> <p>2. Families invited to sit together in the front of church (Fall, 2013)</p> <p>Recommend it be at 9am mass, monthly to start (Fall, 2013)</p> <p>Incentivize students to attend with their families (Fall, 2013)</p> <p>End family liturgies with a service project (Fall, 2013)</p> <p>Set up active families as 'class angels' – provide carpools to get students to Sunday mass (Fall, 2013)</p> <p>Recognition of OLG alumni at mass (Fall, 2013)</p>	<p>1. Title Funds for Tribes purchases</p> <p>2. Time; Information</p>	<p>1. Families responded well to training; called for larger scale training.</p>	

Action Item #2: Parent Faith Formation

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
3. Each faith family to sponsor a mass and coffee/donuts or other after mass activity	3. 8th Grade Teacher	3. Fall, 2013	3. Time, communication	3. Volunteers reports will determine if more service hours are completed	
4. Faith Family service projects	4. 8th Grade Teacher/ 8th Grade Students	4. Fall, 2013	4. Time, communication	4. Faith Family journals completed every Friday	
5. List parent volunteer opportunities for parish and school	5. Principal/ Volunteer Committee (PTG)	5. Completed, June 2013	5. VolunteerSpot Website	5. VolunteerSpot reports	
6. Hold a working session for School Board and PTG to plan who/how to invite families to engage	6. Principal/ School Board Pres/ PTG Pres	6. Scheduled for August 2013	6. Time, communication	6. Enrollment/ retainment reports	
7. Train leaders on OLG marketing details	7. Principal/ School Board Pres/ PTG Pres	7. Scheduled for August 2013	7. Time, communication	7. Enrollment/ retainment reports	

Action Item #2: Parent Faith Formation

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
8. Use Facebook to build alumni database	8. Principal -- find FB moderator	8. Fall, 2013	8. Facebook	8. Alumni database	
9. Initiate a "Home for the Holidays" event where Alumni meet with current students	9. Principal, School Board, PTG	9. December, 2014	9. Time/ planning	9. N/A	

Action Item #3: RTI/ Math

Action Item #3: Initiate systematic differentiation of instruction including small group instruction for math and Response to Intervention procedures to meet the learning needs of all students.

Links to Loyola Benchmark #9: An excellent Catholic school provides programs and services aligned with the mission to enrich the academic program and support the development of student and family life.

SLE Addressed: Alignment with mission, philosophy, SLEs: This Action Plan item meets all three of the school's core values: Unity, Truth, and Love.

Level desired for all students:

A revamped math program benefits all students.

Action Item #3: RTI/ Math

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
1. Write a job description that clearly outlines the math program and have the math coordinator position filled for the 2012 school year.	1. Principal	1. Complete, 2012	Personnel, \$		
2. Professional Development for math best practices	2. Principal	2. On-going	2. Title \$, time	2. Professional development records submitted annually to CSDO	2. - Jan Christensen - Common Core Math training (see attached) - Phil Gonsalves (see attached)
3. Create Manipulative Inventory and identify a centralized location.	3. Math Specialist	3. Complete, 2013	3. Time, \$		
4. Articulate math program info to parents	4. Principal	4. Ongoing	4. Time, \$		4. See attached guidance documents for gr. 2 (sample)

Action Item #3: RTI/ Math

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
5. Small math groups initiated for all math classes	5. Principal/ Math teachers	5. Grades 3-8 complete	5. Time, \$	5. IAE data	5. All math is taught at a 12-1 ratio or better in grades 3-8
6. Guidance documents complete (Scope and sequence, proficiency scales, description of units, sample assessments for all grades)	6. Principal/ Math teachers	6. To be completed 8/13 and shared at Back to School Night	6. Time, \$	6. IAE Data	6. Will help guide teachers, keep parents in the loop, and improve assessment and reporting
7. Implement benchmark assessments that mirror the scope and sequence	7. Principal/ Math teachers	7. August, 2013	7. Multiple sources for testing; IAE data	7. Benchmarks; IAE	
8. Hire an RTI specialist to work with students with special needs	8. Principal	8. Complete	8. \$	8. IAE Data/ RTI Documentation	8. Filled by two people who split K-3; 4-8

Action Item #4: SLEs

Action Item #4: Design and implement a rubric for evaluating the school's Core Values (also known as SLEs).

Links to Loyola Benchmark #1: An excellent Catholic school is guided and driven by a clearly communicated mission that embraces a Catholic Identity rooted in Gospel values, centered on the Eucharist, and committed to faith formation, academic excellence and service.

Links to Loyola Benchmark #2: An excellent Catholic school adhering to mission provides a rigorous academic program for religious studies and catechesis in the Catholic faith, set within a total academic curriculum that integrates faith, culture, and life.

SLE Addressed: Truth

- We are honest in our academic, social, and personal pursuits.
- We use technology appropriately and effectively.
- We set goals for ourselves and are genuine in our evaluation of our efforts.
- We solve problems creatively, never quitting until the job is done.

Level desired for all students:

The SLEs are the driving force behind everything that is happening at OLG. This action item affects learning for all students and ensures that they strive to become scholars who emulate unity, truth, and love.

Action Item #4: SLEs

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
1. Create a rubric that outlines how a scholar at OLG specifically achieves mastery of our SLEs	1. All faculty and staff	1. Completed, 12/12	1. Time	1. Rubrics	
2. Align SLE rubric with the <u>Class Badges program</u>	2. All faculty and staff	2. Completed, 5/13	2. Time; website	2. Achievement of specific badges	
3. Implement and share Class Badges program	3. All faculty and staff	3. Back to School Night, 8/13	3. Time; website, Youtube	3. Achievement of specific badges; parent feedback via surveys	3. Parents and scholars will be able to track and view their progress!
4. Use SLE rubric during articulation meetings at the start of the school year	4. All faculty and staff	4. August Meetings, 2013	4. Time	4. SLE rubrics to be saved and shared with other teachers	

Action Item #5: Plan for the Plans

Action Item #5: Design a longterm timeline to monitor and implement Financial, Capital, Strategic, Marketing, and Technology Plans.

Links to Loyola Benchmark #10 : An excellent Catholic school provides a feasible three to five year financial plan that includes both current and projected budgets and is the result of a collaborative process, emphasizing faithful stewardship.

Links to Loyola Benchmark #12 : An excellent Catholic school develops and maintains a facilities, equipment, and technology management plan designed to continuously support the implementation of the educational mission of the school.

Links to Loyola Benchmark #13 : An excellent Catholic school enacts a comprehensive plan, based on a compelling mission, for institutional advancement through communications, marketing, enrollment management, and development.

SLE Addressed: Alignment with mission, philosophy, SLEs: This Action Plan item meets all three of the school's core values: Unity, Truth, and Love.

Level Desired for all students:

Strong planning supports the growth of all students.

Action Item #5: Plan for the Plans

Strategies	Person Responsible	Timeline	Resources	Assessment and Reporting	Comments
1. Strategic Plan; annually reviewed	1. Principal/ School Board	1. Newest version completed and aligned with WCEA/ WASC documents and Loyola document 6/13; ongoing review	1. Meeting time	1. Reported to CSDO each year	
2. Capital/ Financial 5-year Plan	2. Principal/ Finance Committee	2. First Finance Committee meeting 8/13; Plan to be completed 12/13	3. Time; Finance Committee	2. Reported to Pastor/CSDO annually	
3. Tech Plan	3. Tech Coordinator/ Principal	3. To be updated 8/14	4. Time; iPads, Chromebooks	3. Reported to CSDO every two years	
4. Marketing Plan	4. Principal	4. In place; Updated annually	4. Time; Volunteers	4. Reported to CSDO each year	