



# St. Mary School, Plano, IL

## Table of Contents

Introduction.....	3
Background.....	4
Early History of the School.....	5
Mission, Vision, Philosophy.....	6
Logo.....	7
Strategic Plan Structure.....	8
Strategic Areas.....	9
Goals.....	9
Objectives.....	10
Implementation Plan.....	12
Tasks.....	12

*Included under separate cover:*  
Implementation Plan

## Introduction

St. Mary School in Plano is a welcoming community of active followers of Christ committed to enhancing the lives of the children entrusted to our school. Our teachers and administration are dedicated to our students. Our parents are involved and present with their children. The School Board is committed to improving the lives of the whole child. The religious leaders and Parish Council are dedicated to our school's mission and the growth of our student body.

St. Mary School, in response to the Diocese of Joliet Catholic Schools Office announcement of their 2011 strategic plan, has dedicated time, effort and resources to completing a school specific strategic plan to lead our school in a purposeful and focused manner over the next five years. The strategic plan supports the current goals of administration, our school's technology plan, marketing communications plan and development goals. The plan also supports the Diocese of Joliet Catholic Schools directive to create a culture that plans continually to "ensure the viability and vitality of Catholic school education in the Diocese of Joliet for many years to come and...motivate all constituents to work together to achieve these goals" ("Lighting the Path to Our Future." Diocese of Joliet Catholic Schools Office Strategic Plan, 2011).

"Strategic planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does, and why it does it" (Bryson, 2004).

St. Mary School is proud to present this blueprint as a map for our future.

## Background

In April 2015, the St. Mary School board, along with Father Andy Davey and Father Matt Lamoureux and Principal Joe Scarpino, developed a proposed timeline and process steps for a strategic planning process.

The strategic planning process involved several planning, kick-off and joint session meetings, conference calls and electronic communication with school and parish constituents; a communication process to parents; a parent and parishioner survey; review of local and Diocesan external factors; a series of goal setting meetings with advisory board members and school administration; and a parent input resource meeting. The process also involved the dedication and commitment of the Principal, Pastor, Teacher Committee, Strategic Planning Committee, School Board and Committee Chairs.

Data and scanning included review of the following documents:

- Lighting the Path to Our Future- Diocese of Joliet Catholic Schools Office Strategic Plan
- Strategic Planning Framework - Diocese of Joliet Catholic Schools
- Strategic Plan Implementation Checklist for Schools – Diocese of Joliet Catholic Schools
- Draft Organization Chart
- St. Joseph School Strategic plan
- St. Mary SWOT Analysis

The goals of the strategic planning process were identified as: confirm mission, identify a five year vision, identify five year strategic commitments supporting mission and vision and identify goals, objectives, and tasks to realize the strategic commitments.

# Early History of the School

## Mission, Vision, Philosophy

Two years ago, the mission for St. Mary School was evaluated by the pastors and the principal. The mission was approved by a committee of teachers, the principal, the president, the pastors and the School Board. As a component of the current strategic planning process, the mission was once again reviewed as a central element of the identity of the school.

For purposes of the 2015-2020 strategic planning process, the current mission statement has been adopted and was approved in April 2015 by the School Board.

### Mission

Since 1958, St. Mary Catholic School has recognized that each student is a precious gift from God whose eternal goal is heaven. Our students benefit from academic excellence involving a challenging curriculum that helps them reach their intellectual potential within elementary school and beyond. Our students show their Catholic faith by accepting differences in a diverse culture and aspiring to be outstanding members of society

### Philosophy

St. Mary School is a Catholic, educational elementary school that exists to promote education and formation of children into maturing Catholics. As an extension of the Church, the school shares the Church's educational mission to preach the Gospel, to build a community of faith, to foster family spirituality, and to form disciples of Jesus ready to spread God's message and to give themselves in the service of others.

In addition, the school provides opportunities to pursue academic excellence, build meaningful relationships, learn responsible citizenship, foster awareness of cultural diversity, and develop skills for ethical leadership. To create an environment that responds to the whole child, the school strives to work with the unique personality, talents, and needs of each student.

The school, the Church, and society all contribute to the formation of the child. Parents are the primary educators of their children. Parental involvement is a key component of the education program at St. Mary School.

## Logo



### Need what our Logo stands for, example below

The Cross: The Christian cross is the best-known religious symbol of Christianity. It is generally seen as a representation of the crucifixion of Jesus. It is related to the crucifix and to the general family of cross symbols. The Cross Pattee is a type of cross that has arms which are narrow at the center, and broader at the perimeter. This cross is often associated with Crusades of the Crusades. The heraldic cross pattee was sometimes used by a Crusader order, the Teutonic Knights.

The white color of the cross is meant to represent purity, and cleanliness. White usually has a positive connotation and can represent a successful beginning. In heraldry, white depicts faith and purity.

The shield is a warrior's primary piece of defensive equipment. They were first made of leather skins. Later, of tough wood covered with leather or metal, or entirely of metal – even including gold and silver.

Shields were decorated by staining the leather or beating the metal into shapes. They were also inlaid, and studded with nails or precious metal. The insignia of a warrior or knight was painted on his shield, making him easier to identify in battle or contest.

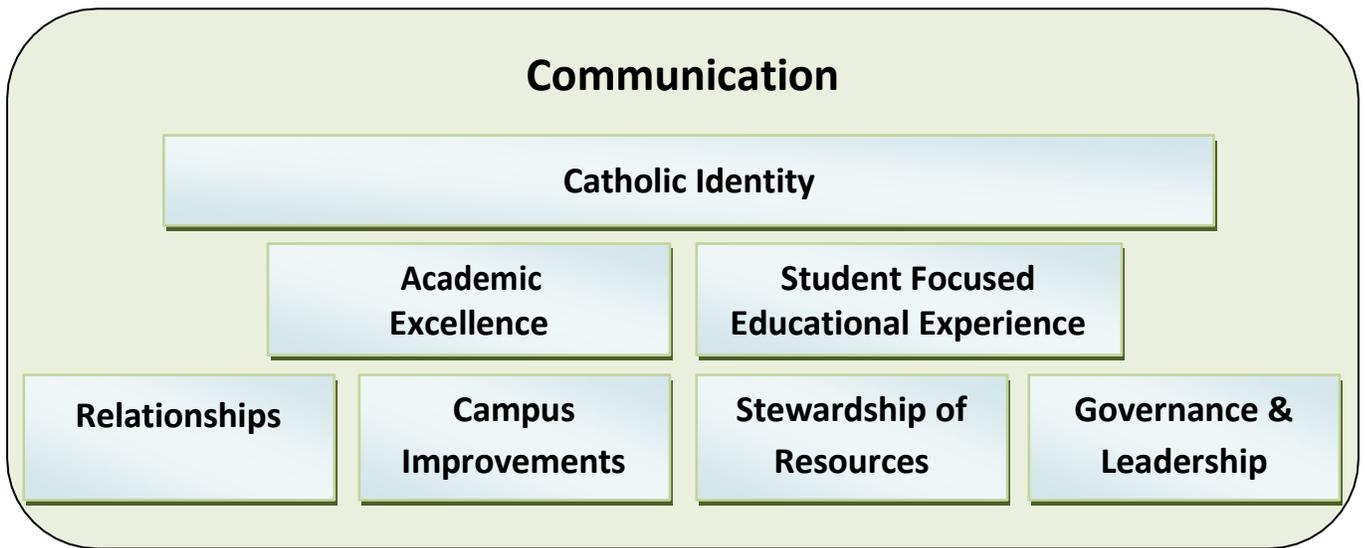
By the thirteenth century, in England, various decorative “devices” appeared on shield eventually becoming systemized into the rules of heraldry that formalized the appearance of the coats of arms, crests or seals.

*Retrieved from: St. Joseph School, Visual and Identity & Message Guide, 2008.*

## St. Mary School Strategic Plan Structure



## Strategic Areas



## Goals

Enterprise wide communication is incorporated into each goal as a school-wide commitment to improve and foster effective communication.

1. **Catholic Identity**  
St. Mary School nurtures a faith-based, community environment internally and externally in our spiritual, educational and extracurricular activities, guiding students into maturing Catholics.
2. **Student Focused Educational Experience**  
St. Mary School offers a multi-disciplinary approach to education which develops all students to be well-rounded contributors to their families and community.
3. **Academic Excellence - Curriculum & Assessment**  
St. Mary School provides research-based curricula and instructional methods that fosters academic growth for all students as measured through multiple methods of assessment.
4. **Relationships**  
St. Mary School proactively fosters communication and effective collaboration between students, parents, teachers, administration, advisory board, committee chairs and the parish community.
5. **Campus Improvements**  
St. Mary School provides students with a safe and accessible environment, an updated campus and relevant technology.
6. **Stewardship of Resources**  
St. Mary School provides the resources, services and accountability measures necessary to support our school's mission and purpose.
7. **Governance & Leadership**  
St. Mary School is led by school administration and educators who provide leadership inside and outside the classroom that fosters a Catholic environment of mutual respect and cooperation between the parish leadership and parents.

## Objectives

### 1. Catholic Identity:

*St. Mary School nurtures a faith-based, community environment internally and externally in our spiritual, educational and extracurricular activities, guiding students into maturing Catholics.*

- 1.1. Proactively communicate mission statement
- 1.2. Strengthen communications within parishes.
- 1.3. Activities to enhance students' faith life outside the classroom.
- 1.4. Collaboration with St. Anne Catholic Church.

### 2. Student Focused Educational Experience:

*St. Mary School offers a multi-disciplinary approach to education which develops all students to be well-rounded contributors to their families and community.*

- 2.1. Preschool feeder program – reinstate.
- 2.2. Expanding global language and cultures and additional resources and services to enhance education inside and outside of the classroom.
- 2.3. Learning and applying real life situations.

### 3. Academic Excellence - Curriculum & Assessment:

*St. Mary School provides research-based curricula and instructional methods that foster academic growth for all students as measured through multiple methods of assessment.*

- 3.1. Create a specific grade(s) based curriculum road map.
- 3.2. Publish, announce and integrate curriculum road map.
- 3.3. Identify student specific-methods to enhance and access individual learning in the classroom.
- 3.4. More fully integrate technology into classroom instruction.
- 3.5. Ensure faculty and staff qualifications and training meets the current needs of the school
- 3.6. Review and identify areas to modify the academic schedule for the enhancement of student learning.

**4. Relationships:**

*St. Mary School proactively fosters communication and effective collaboration between students, parents, teachers, administration, advisory board, committee chairs and the parish community.*

- 4.1. Establish positive communication channels between the parish, school and parents.
- 4.2. More fully integrate regular, consistent online communication between constituents.
- 4.3. Strengthen communications within community.
- 4.4. Foster and more present at St Patrick church.
- 4.5. Guidelines and Documentation on Fundraising.

**5. Campus Improvements:**

*St. Mary School provides students with a safe and accessible environment, an updated campus and relevant technology.*

- 5.1. Long term school facilities road map
- 5.2. Identifying and assessing needs and prioritizing needs
- 5.3. Determine technology improvements (hardware and software) needed to remain competitive and relevant.

**6. Stewardship of Resources:**

*St. Mary School provides the resources, services and accountability measures necessary to support our school's mission and purpose.*

- 6.1. Enhance channels for parents, alumni and parish to contribute time, talent and treasure to the school.
- 6.2. Continue to implement Marketing and Communications plan, goals and objectives.
- 6.3. Continue to develop strategies to retain enrollment
- 6.4. Endowment fund and alumni fund (Annual Appeal)

**7. Governance & Leadership:**

*St. Mary School is led by school administration and educators who provide leadership inside and outside the classroom that fosters a Catholic environment of mutual respect and cooperation between the parish leadership and parents.*

- 7.1. Match school faculty and administrative positions and evaluation with the Diocese of Joliet Catholic Schools Office recommendations.
- 7.2. Provide leadership structures that enhance teachers' access to resources.
- 7.3. Review school board leadership positions and succession.

## Implementation Plan

The responsibility for implementation will be assigned to a sub-committee of the Board: the **School board president and designees** will be responsible for over-seeing the implementation process and assigning additional committee responsibilities.

Implementation Strategic Area	Temporarily Assigned to Board	Recommended Committee Assignment
Catholic Identity	Implementation Team	Implementation Team
Student Focused Educational Experience	Implementation Team	Multi-disciplinary committee (teachers, administration)
Academic Excellence	Implementation Team	Multi-disciplinary committee (Teachers, administration)
Relationships	Implementation Team	Multi-disciplinary committee (Marketing board, teachers, administration)
Campus Improvement	Implementation Team	Multi-disciplinary committee (Treasurer, Facilities)
Stewardship of Resources	Implementation Team	Multi-disciplinary committee (Marketing, Community Development PR)
Governance & Leadership	Implementation Team	Implementation Team

The Strategic Plan is a “living document” and the implementation plan allows for committees to take ownership of the plan. Each committee assigned to a strategic area will be responsible for continuing to: outline tasks, prioritize tasks, assign responsibility for completion of tasks, and monitor progress of tasks.

Please note, a “living” strategic plan means there may be changes over the five years of the plan’s life. Objectives may be modified. New tasks may evolve. Change in the plan is acceptable. The “progress” notations help us understand this change and prepare for the future.

## Tasks

A supplemental worksheet has been provided outlining a model for implementation of tasks and tactics to achieve each goal and objective. The worksheet has been populated with tasks outlined during the planning process. A sample table is provided below as illustration.

Strategic Area	Goal	Task	Deadline	Who is Responsible	Progress Notes	Funding Resources
Catholic Identity	1.1	Prominently display our mission statement in the school and on our parish website.	8/25/15	Principal/ Pastor	In process	\$0