



## **STRATEGIC PLAN**

**2017-2022**

*Mission: Pocahontas Catholic School is a community called by God, formed as disciples of Jesus, and guided by the Holy Spirit. Our mission is to develop students, staff, families and parishioners in Gospel living through experimental learning. We are dedicated to making God's love present by developing skills for learning and living: and to serving each other, our Church, our community, and our world."*

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## **Pocahontas Catholic School**



### **POCAHONTAS CATHOLIC SCHOOL—EXECUTIVE SUMMARY**

#### **LONG RANGE PLANNING PROCESS**

Pocahontas Catholic School is located in rural northwest Iowa. We continue to build upon a strong Catholic school tradition dating from 1896.

Our goal is to further the mission of Catholic education in our surrounding area. We hope Pocahontas Catholic School will be recognized by the entire Catholic community as a vital component of the Church's educational system and the responsibility for its existence the duty of all Catholics.

In order to continue this excellent tradition, Pocahontas Catholic School with the assistance of the Sioux City Diocese engaged in a Long Range Planning effort. This plan will build upon the current strengths of Pocahontas Catholic and develop new directions for areas needing improvement.

Our vision for Pocahontas Catholic School is to be dedicated to serving the local church and their broader communities. To assure their continued presence and viability, the sponsoring parishes, in collaboration with the Diocese of Sioux City have entered into a comprehensive strategic planning process. Pocahontas Catholic School will be recognized by the entire Catholic community as a vital component of the church's educational system and the responsibility of its existence is the duty of all Catholics.

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#### **GOALS**

##### **CATHOLIC IDENTITY:**

Building and strengthening each person's relationship with Jesus Christ and His Church remains our primary focus. Thus we are focusing on these areas:

- \* Improve regular Mass attendance
- \* Encourage student and parent participation in mass
- \* Increase awareness of vocations with the children of PCS
- \* Encourage surrounding parishes to become a more vital part of PCS

(3)

### **ACADEMIC EXCELLENCE:**

The mission of Pocahontas Catholic School is to prepare its students morally, intellectually, and globally to be responsible Christians. Thus we are focusing on these areas:

- \* Be proactive in providing a comprehensive, challenging, and rigorous curriculum
- \* Continuing integration of technology to enhance student learning

### **ENROLLMENT AND MARKETING:**

To remain a vital component of the Church's educational system, Pocahontas Catholic School will engage in a vigorous marketing program. Thus we are focusing on these areas:

- \* Provide awareness of PCS to a more vast area
- \* Provide an up to date website to keep public informed of what PCS offers
- \* Reach out to areas within the county of what PCS can provide

### **LEADERSHIP AND GOVERNANCE:**

Our strong Catholic education tradition is due to many leaders including priests, parishioners, teachers, and parents. Thus, to further this tradition, we are focusing on these areas:

- \* Incorporate an effective teacher leadership team
- \* Set up committees as directed by Diocese plan
- \* Provide a leadership committee to ensure successful fundraising

### **FINANCE:**

Our goal is to guarantee sound financial structures to continue our school's operation. Thus we are focusing on these areas:

- \* Use shared resources for cost saving
- \* Provide parents and patrons an easier option to pay tuition or make weekly donation
- \* Decrease percentage reliance on Resurrection of Our Lord's ordinary income

For a complete copy of the Pocahontas Catholic Strategic Plan, please contact the school office at 712-335-3603.

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## Pocahontas Catholic Strategic Plan

### Introduction:

Pocahontas Catholic School continues to build upon a strong Catholic school tradition dating from 1896. Our goal is to further the mission of Catholic education to our surrounding area. To achieve this goal, we must plan for continued success.

In the spring of 2016, the Office of Catholic Education for the Diocese of Sioux City shared its long range plan with all the schools in the diocese. Part of this plan included supporting each school in the diocese as they worked through the strategic planning process, based on the needs of the local community. Throughout the 2016-2017 school years, our long range planning committee met and formulated a draft plan for Pocahontas Catholic School.

The vision for this committee is for “the Pocahontas Catholic School to strengthen student’s personal relationship with Jesus Christ and His Church while providing a superior academic experience.” Our work centered around five major areas including: Catholic Identity, Academic Excellence, Marketing and Enrollment, Leadership and Governance, and Finance.

Our draft plan was presented to the public in February of 2017 at a town hall meeting. After the town hall meeting, revisions were made and the final plan was submitted to the Pocahontas Catholic School Board in the spring of 2017.

The intent of this plan is to serve as a living document to help guide our school. With all of us working together, we can build on the foundation of our past and move together to help all of our students grow in faith.

### Long Range Planning Committee Membership

Father Paul Bormann	Amy Nelson
Terry Eisenbarth*	Erin Martin
Josh Hammen*	Andrea Altman
Wendy Panbecker*	Courtney Hamilton
Nick Kerns	Lee Ann Grimm
Mary Tiernen	
Kallie Hill	
Mick Hoover	

\*Co-chairs for the Long Range Planning Committee



## 1. **Catholic Identity**

A. *Our goal is to invite parents and students to become part of the school faith community, invite them to all school liturgies, as well as specific liturgical celebrations such as parent-child Masses.*

- 1) We will add more special occasion masses. Ex. Grandparents day mass, Children's Masses/Food and Fellowship at all of our parishes. (Resurrection Of Our Lord, St. Margaret-Rolfe, St. Mary-Pomeroy) opportunities, etc-Food & Fellowship facilitated by the Room Parents, Parent retreat/Parent/Student retreat
- 2) We will add bags of books, toys and goodies for the back of the church for families with small children to use.
- 3) Offer a Children's Liturgy during Mass
- 4) Offer extra credit incentive student/family activities for the surrounding parishes/worship centers. (i.e. Worship bulletins, religious activities for students/families to participate in while students are able to receive extra credit at school)

B. *Our goal is to provide varied opportunities for members of the parent community to deepen their own faith and share their faith life with other community members.*

- 1) Children Masses (both on Fridays and weekend)
- 2) Family Movie Activities/Movie Nights (God's Not Dead, God's Not Dead 2)
- 3) Family Worship Bulletins
- 4) Extra credit family faith activities at the front/back of Church
- 5) Weekly Newsletter-Scripture readings. (Send PCS Newsletter with Church Bulletin)
- 6) Offer a PCS staff led book study.
- 7) Guest speakers at PCS
- 8) Parent retreat

(6)



1. **Catholic Identity cont.**

*C. Our goal will be to encourage parents to serve and volunteer at the school through participation on various committees, school day activities such as tutoring.*

- 1) Room Parent opportunities
- 2) Committee representation on the five “Buckets”
- 3) SIAC Membership
- 4) Volunteering to assist in support of student learning
- 5) Children’s Mass “Food and Fellowship” committees

*D. Our goal will be to keep families informed of significant issues within the school community and changes to the academic curriculum*

- 1) Weekly PCS Newsletter communication
- 2) PCS and Resurrection of our Lord Church Websites
- 3) PCS Family Informational Packet (WE ARE PCS-EVERYTHING PCS)
- 4) PCS Family Handbook
- 5) PCS Facebook page
- 6) Individual PCS staff communication. i.e. email, text, phone call, notes

*E. Our goal will be that both school employees and parents will participate in parish committees relative to pastoral planning.*

- 1) Parish Council Participation (Invite Parish Council to PCS Board meetings)
- 2) Building and Grounds Participation
- 3) PCS School Board Committees- “5 Buckets” –i.e. Catholic Identity



1. **Catholic Identity cont.**

*F. Our goal is to increase the awareness of vocations with the children of Pocahontas Catholic School.*

- 1) We will host a seminarian during Catholic Schools Week. We will contact Shane Deman of the Sioux City Diocese to arrange this.
- 2) We will sponsor a seminary student and have the children of Pocahontas Catholic School write letters with questions or comments to the seminary student. This could be a form of pen-pal between the seminary student and the students of PCS.
- 3) Implement Vocations Curriculum during religion class.
- 4) Have presentations regarding vocations by religious personnel. (Priest-Father Bormann, Father Sefcik, Monsignor Sernett, Sister Renee and other religious personnel.)





## 2. **Academic Excellence**

A. *Our goal will be to facilitate a process to provide and enhance school-based services for students with moderate special education needs.*

- 1) Building Leadership team meetings
- 2) Collaboration with Prairie Lakes AEA personnel. (IEP, 504, general educ. Modifications/modifications)
- 3) MTSS-Rising Stars---Math Counts
- 4) Tutoring after school and summer hours
- 5) Collaborate with Pocahontas Area Community School District (IEP, 504, general educ. Modifications/modifications)

B. *Our goal is to enhance the academic experience and establish and/or maintain a variety of co-curricular opportunities as well as specialized academic programs to teach differences among learners.*

- 1) Rising Stars (reading interventions and acceleration)
- 2) Math Counts (math interventions and acceleration)
- 3) Accelerated Reader (AR)
- 4) Piano lesson opportunities
- 5) Mass participation (readings and music)
- 6) Safe Environment Curriculum
- 7) Vocations Curriculum
- 8) Too Good For Drugs (Corey Keller)
- 9) Book Talk
- 10) Communication Lab (AEA-Jodi Ward)

## 2. **Academic Excellence cont.**



C. *Our goal is to provide Pocahontas Catholic School students with a high quality education that meets the academic standards of the state.*

- 1) Transition from the Iowa Assessment to the Smarter Balanced assessment and continue to utilize STAR assessments for reading and math and then an annual review of student's test scores.
- 2) Develop yearly improvement plan with measurable goals from testing and strategies to achieve these goals.(Utilize/Collaborate School Improvement Advisory Committee -SIAC, Building Leadership Teams, and Board of Education)
- 3) Determine if relevant data is being used to create Pocahontas Catholic School's APR goals.
- 4) Continue to follow the Professional Development schedule and utilize guidance/support from the Diocese and local public school and AEA.
- 5) Keep up to date with the Diocesan Core Curriculum standards.(Mapping and Aligning content standards and benchmarks)
- 6) Implement and continue to reiterate the Diocesan "Safe Environment" curriculum and assess student understanding of curriculum through weekly, assemblies.
- 7) Explore possibilities of "Departmentalization" in some grades vs. self containment as well as "Full Time" Principal & 4<sup>th</sup> Grade teacher vs. ½ time

D. *Our goal is to establish a comprehensive and developmental professional development program that is adequately funded.*

- 1) Building leadership Team collaborated to devise strategic focus based off of student data, Diocesan Core Curriculum, Iowa Teaching Standards, and Characteristics of Effective Instruction
- 2) SIAC committee works collaboratively to set goals based off of data
- 3) Collaboration with the Diocese and Prairie Lakes AEA to receive consultation and professional development in the core areas

-Literacy (Patty Lansink & Jennifer Sammons)

-Math (Patty Lansink & Jennifer Sammons)

-Science (Leslie Moore)

-Social Studies-Patty Lansink & Jennifer Sammons-

-Technology-Erin Olson/Leslie Pralle Keehn) **(10)**

-Trista Peitzman/IPTV



## **2. Academic Excellence cont.**

*E. Our goal is to provide comparable pay.*

- 1) The Office of Catholic Education will set guidelines for starting salaries and yearly increases.
- 2) The Pocahontas Catholic Board of Education, pastor, and administrator shall do as much as is financially possible to achieve these goals.

*F. Our goal is to keep up with the technology trends to better prepare the children of Pocahontas Catholic for the technological world as an adult.*

- 1) We will integrate I pad minis, Chromebooks, Apple TV's, and documents cameras into the students's everyday schedule.
- 2) Teachers and staff will continue to take advantage of all learning opportunities to enhance their technological knowledge by accessing all classes offered through the diocese, Pocahontas District, and Prairie Lakes Area Education Agency or any other source they could obtain.(i.e Kahoot, Imovie, Toontastic, Educreation, google documents/word processing, powerpoint), ,
- 3) Pocahontas Catholic School will adjust the budget annually to ensure the appropriate funds are available for improvements in technology.
- 4) We will secure all internet access to ensure safe usage and they will all be monitored by the staff.
- 5) Professional Development provided by the Prairie Lakes AEA will take place.

*G. Our goal is to provide training in the use of STAR and other assessments so we can monitor students' academic progress and make informed data-driven decisions regarding teacher professional development and academic programs.*

- 1) Professional development provided by Diocesan support as well as local support in the areas of STAR, Smarter Balance, ACRE, as well as other curriculum based assessments utilized locally.



### 3. **Marketing and Enrollment**

A. *Our goal is to have outreach to other areas within Pocahontas County to provide awareness and point out the positives of the Pocahontas Catholic School.*

- 1) We will have a designated person go to surrounding churches to discuss the benefits of sending their children to Pocahontas Catholic School.
- 2) Invite community members/businesses to join Pocahontas Catholic School by teaching a segment at the school. i.e. Professions/Careers/Community Involvement
- 3) Updated Facebook/Website/Newspaper Articles/Radio Broadcasts/Rialto Advertisement and Brochure
- 4) We will contact the local radio stations and have a segment on air promoting what Pocahontas Catholic School can provide and how your children will benefit from sending them to Pocahontas Catholic School.
- 5) Caroling, singing at Pizza Ranch, performing at AEA, Manor, Arlington, Hinde Center, Food Bank and other community sites being visible.
- 6) Baby Onsie/God Gave Us You book to new babies of potential families. (Receive Baptisms list from Priest)
- 7) Personal phone calls from the principal to identify quality of servicing and intentions of enrollment for the following year. Personal phone calls to potential new families through Baptism lists
- 8) Offer multiple options to pay tuition. (single payment, double payment, monthly payments, tuition adjustment based upon hardship)
- 9) Create a data/tracking system to monitor enrollment and enrollment trends through the Enrollment Champion campaign.
- 10) Continue to improve communication between PCS and families via email, text, weekly newsletter, family information packet, website, church bulletin and facebook.

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### 3. **Marketing and Enrollment cont.**

- 11) Using professional development time, PCS will educate all school personnel on their role in marketing, recruitment, and retention efforts carried out by all.
- 12) If applicable, identify Latino families and work with them to educate them on the availability of a quality educational experience at PCS.
- 13) Work with the Diocese to identify best practices for Latino Enrollment
- 14) If applicable, identify and employ professional and support staff who are bi-lingual and prepare materials in Spanish and English.
- 15) Our enrollment trend will stay steady in the eighties.
  
- 16) Incorporate ‘Where Values Matter’ campaign via our school facebook page and website, newsletter and church bulletins.



#### **4. Leadership and Governance**

A. *Our goal is to incorporate an effective teacher leadership team to have all teachers on board with the mission and vision statement of the Pocahontas Catholic School.*

- 1) We will designate one teacher to be leader and then incorporate a sub committee with existing teachers. (essentially the entire staff will be members of the Building Leadership Team)
- 2) We will have daily prayer/curriculum/management meetings to engage on school happenings and discuss any problems that would need to be addressed within the school.
- 3) We will read aloud the vision and mission statements at the monthly meetings to have a reminder of what the school strives for.
- 4) Staff will share in the responsibilities of attending monthly board meetings and bringing students and performances to the meetings.
- 5) Staff will share in the responsibilities of attending Room Parent meetings and opening the meeting with scripture and prayer.
- 6) Incorporate “Leadership” training seminar for professional development.
- 7) President/Vice President and Student Council more involved in decisions.

B. *Our goal is to incorporate an effective school board who operates purposefully and effectively.*

- 1) Diocesan or locally lead board orientation at the beginning of the year with additional opportunities for professional growth throughout the year.
- 2) School Board meetings with pertinent, purposeful agenda items and “buckets” conversations.
- 3) Have student performances/presentations as a part of the school board meeting.
- 4) Devise and maintain a 5 year strategic plan and monitor progress.
- 5) Incorporate quarterly financial reports from the business manager.
- 6) Leadership training seminar and/or Retreat off site in July/August.

(14)



## **5. Finance**

A. *Our goal is to use local personnel and diocesan resources for purchasing to save educational dollars.*

- 1) We will reach out to parishioners through our bulletin if there is a need for something that we feel they would be of value.
- 2) We will consult with the diocese for resources we feel they could benefit us.
- 3) We will cost evaluate purchases to ensure that we are getting the best prices per product if possible.

B. *Our goal is to present to parents and parishioners the option to enroll in an ACH account to enable an easier way to pay tuition and make a weekly contribution to church.*

- 1) We will set up an account with our bank and have the corresponding paperwork available at school registration and at the back of Resurrection of Our Lord and St. Margaret's church for people to have the opportunity to enroll.
- 2) We will make people aware of this by posting it in our weekly bulletins along with the ad in the local paper for registration. (Laurens paper as well)
- 3) Pocahontas Catholic School will inform surrounding parishes of the number of students that are enrolled in PCS.

C. *Our goal is decrease our percentage reliance on Resurrection of Our Lord ordinary income.*

- 1) Pocahontas Catholic School will continue to encourage participation by all key stakeholders in fund-raising activities, seek other funding opportunities, and seek available grant opportunities.
- 2) Continue to raise tuition to meet financial needs, but still remain "affordable"
- 3) Principal/Board representation at Parish Finance Council meetings
- 4) Quarterly financial reports at PCS board meetings from the business manager.
- 5) Communicate/Connect with Laurens Catholic Church and closing parishes to gain more parishioners at Resurrection of Our Lord for more financial support.

