



(OBJECTIVE 1) Ensure the Catholic Identity of St. Stephen's School			
(STRATEGY 1) Integrate consistent prayer for our school and classroom throughout the year			
	Timeline	Responsibility	Progress Report
(Action Step 1) Increase opportunities for all-school prayer.	Fall/2017 Ongoing	Teachers/Principal	We continued a number of opportunities to pray together and added an Our Lady of Guadalupe prayer service in December. ²⁰¹⁷⁻¹⁸
(Action Step 2) Invite stakeholders throughout the school and parish to celebrate Mass with the students and staff.	Fall/2017 Ongoing	Teachers/Principal/Priest	We invited parents to our prayer services and weekly Masses via the school newsletter. ²⁰¹⁷⁻¹⁸ We implemented a Silent Saint program where we honor someone in our school community at a Mass each month during the school year and developed a school wide prayer to be said together at prayer services and in the classrooms daily. ²⁰¹⁸⁻²⁰¹⁹
(Action Step 3) Provide frequent faculty faith development opportunities.	Fall/2017	Principal	We incorporated the Going Deeper series to begin our staff meetings and the start of the week. ²⁰¹⁷⁻¹⁸
(Action Step 4) Create a social justice/service program by providing students K-8 with opportunities to engage in their call to serve.	Fall/ 2018	Principal/Staff	We had a number of service initiatives that we continued as a school. Toasty Toes, Food Brigade, and Birthday Bags. ²⁰¹⁷⁻²⁰¹⁸
(Action Step 5) Explore ways to increase school family participation in weekly Sunday liturgies and parish programs.	Ongoing	Principal/Teachers/Parish Priests	We collaborated with the parish to form a welcome committee and asked parents to sign up and greet before Masses. ²⁰¹⁷⁻²⁰¹⁸ Tabled ²⁰¹⁸⁻²⁰¹⁹
(STRATEGY 2) Rewrite the school's mission statement to be the same as the parish			
	Timeline	Responsibility	Progress Report
(Action Step 1) Review vision for both parish and school to make sure they are aligned.	Winter/2018	Principal/Priest	Reviewed with Pastor only but tabled changes due to pending retirement of Pastor. ²⁰¹⁷⁻¹⁸
(Action Step 2) Meet with parish priest to plan for adoption of parish mission statement.	Winter/2018	Principal/Priest	Tabled. ²⁰¹⁷⁻²⁰¹⁸

(Action Step 3) Adopt parish mission statement.	Spring/2019	School Stakeholders	Tabled 2018-2019
(Action Step 4) Share mission statement with all stakeholders.	Spring/2019	Principal/Priest	Tabled 2018-2019
(STRATEGY 3) Review and improve school-wide behavior plan to reflect our Catholic faith and values			
	Timeline	Responsibility	Progress Report
(Action Step 1) Create a committee to review current school-wide behavior plan.	Spring 2017	Principal Teachers	We created a committee to explore behavior plan options for the school. 2017-2018
(Action Step 2) Revise and improve school-wide behavior plan based on committee's findings.	Winter 2018 Fall 2017	Principal Committee	Each grade level implemented plans for their students. 2017-2018
(Action Step 3) Communicate changes in school-wide behavior plan to all stakeholders	Spring 2018 Fall 2017	Principal	Teachers communicated classroom behavior plans at Curriculum Night. 2017-2018
(Action Step 4) Review school-wide behavior plan.	Spring 2018	School Staff	Surveys were completed at the end of the year. Staff will review plans at the start of the next school year. 2017-2018
(Action Step 5) Gather feedback from stakeholders and examine data to measure effectiveness of updated school-wide behavior program.	Spring 2018	Principal Committee	Surveys were completed at the end of the year. Staff will review plans at the start of the next school year. 2017-2018
(Action Step 6) Use feedback to adjust or sustain school-wide behavior program	Summer 2018	Principal Committee	Based on feedback from staff, adjustments will be made to current plans K-5 to make them more consistent throughout the grades. 2017-2018
(OBJECTIVE 2) Academic programs will meet the needs of all learners.			
(Strategy 1) Develop and implement differentiated instructional practices and documentation strategies.			
	Timeline	Responsibility	Progress Report
(Action Step 1) Communicate with teachers a procedure to document how individual	Fall 2017 Spring 2018	Principal	We created a form for teachers to communicate student concerns for the upcoming year teacher. 2017-2018

student learning needs are addressed year after year and recorded in cum files.			
(Action Step 2) Continue to discuss and evaluate NWEA MAP scores, and adjust instructional practices as necessary, to provide consistent data of student growth.	Fall 2017	Principal/Teachers	Tierney Brother's provided professional development to staff on how to understand MAP reports and adjust instruction to meet our students' needs. ²⁰¹⁷⁻¹⁸
(Action Step 3) Train a core group of teachers who will become professional leaders in differentiated instructional practices.	Fall/2019	Principal	
(Action Step 4) Provide professional development opportunities for all teaching staff in multiple intelligences and learning styles.	Spring/2020	Principal/Teachers	
(Action Step 5) Establish collegial groups and develop a plan for regular meetings to share differentiated teaching strategies.	Spring/2020	Principal/Teachers	
(Action Step 6) Update teacher evaluation rubric to include feedback on differentiated instruction practices.	Fall/2020	Principal	
(STRATEGY 2) Provide Effective and Measureable Staff Professional Development to Support Student Learning Using Assessment Data			
(Action Step 1) Continually research best practices in staff development.	Ongoing	Principal/Teachers	Staff received professional development on new math curriculum and a review of current reading curriculum. ²⁰¹⁷⁻¹⁸
(Action Step 2) Participate in staff development opportunities with the Archdiocesan schools and local school districts.	On-going	Principal/Teachers	Teachers attended a variety of professional development workshops based on needs in their classrooms. ²⁰¹⁸⁻²⁰¹⁹
(Action Step 3) Link specific professional development when needed to teacher observation and/or evaluation.	Fall/2017 Fall 2018	Principal/Teachers	Professional Development was connected with direct observations in the classroom. ²⁰¹⁸⁻²⁰¹⁹
(STRATEGY 3) Utilize and integrate technology to improve student learning			

	Timeline	Responsibility	Progress Report
(Action Step 1) Explore grant opportunities to acquire additional and updated technology for both students and teachers.	Fall 2018	Principal/Media Specialist/ School Advisory Members	Staff looked into grant opportunities throughout the year to update current technology needs. ²⁰¹⁸⁻²⁰¹⁹
(Action Step 2) Study feasibility of one-to-one initiative in Middle School	Winter/2018 Fall 2019	Technology Committee/Middle School Teachers	
(Action Step 3) Pilot 1:1 device with middle school	Fall/2020	Principal/Media Specialist/IT/Middle School Teachers	
(Action Step 4) Expand the use of Chromebooks in Grades 4-5	Spring/2020	Principal/Media Specialist/IT/Technology Committee	
(OBJECTIVE 3) St. Stephen's School will ensure the viability/stability of the school through financial planning, development and marketing initiatives			
(STRATEGY 1) Develop a plan to retain students			
	Timeline	Responsibility	Progress Report
(Action Step 1) Create Marketing team	Summer/2017	Principal/ School Advisory	A committee was created with members from the SAC and office staff. ²⁰¹⁷⁻²⁰¹⁸
(Action Step 2) Develop a set of strategies to retain students in Middle School.	Fall/2017	Principal/Teachers/School Advisory/Current Parents/Marketing Team	Spanish is available for all middle school students, information night was held in January for all 4 th and 5 th grade families to learn about our middle school. ²⁰¹⁷⁻²⁰¹⁸
(Action Step 3) Identify and implement strategies to make personal connection with every family in school.	Fall/2017	Principal/School Advisory/Teachers/Support Staff	We implemented Buddy Families for new families to feel connected to the school community and also held a Curriculum Night the 2 nd week of school. ²⁰¹⁷⁻¹⁸
(Action Step 4) Send a yearly survey to gather data on what families find valuable and what they see needs improvement.	Winter 2018	Principal/School Advisory/Marketing Team/Support Staff	A survey was sent in the spring, but we had very low response. We will attempt again next year. ²⁰¹⁷⁻¹⁸

(STRATEGY 2) Continue to look for innovative ways to market the school			
	Timeline	Responsibility	Progress Report
(Action Step 1) Establish an Open House/Information Night schedule throughout the year to invite people into our school.	Fall/2017	Principal/Teachers/Marketing Team/ School Advisory	We held Information Nights in November and February and an Open House for Catholic Schools Week and in the spring for Latino families. ²⁰¹⁷⁻¹⁸
(Action Step 2) Continue to promote St. Stephen's throughout the community at community events.	Ongoing	Principal/Teachers/School Advisory/Marketing Team	We were represented during the Andover Days Festival, walked in the Anoka parade, attended the Andover Preschool Fair, and walked in the Father Hennepin parade. We also had our 1 st annual Outdoor Movie Night in August. ²⁰¹⁷⁻¹⁸ We continue to look for opportunities to market our school in the community. We added the Ramsey Day parade and Anoka River Fest to be present. ²⁰¹⁸⁻²⁰¹⁹
(Action Step 3) Connect with the alumni of the St. Stephen's.	Winter/2018 Fall 2018	Marketing Team/Support Team	We initiated many photo campaigns on Facebook to connect with former students in the school. ²⁰¹⁸⁻²⁰¹⁹
(Action Step 4) Create a Development Team	Spring 2018	Development Team/Principal	A committee was created. ²⁰¹⁷⁻¹⁸
(Action Step 5) Create a Latino Marketing Team to connect with families in the parish	Fall/2017	Principal/ Latino Representative	A committee was created. ²⁰¹⁷⁻¹⁸
(STRATEGY 3) School administrator will further engage in the financial planning process with the parish finance administration.			
	Timeline	Responsibility	Progress Report
(Action Step 1) The principal will meet with the business administrator monthly to go over the budget and understand the needs of the school.	Fall/2017	Principal/Business Administrator	The principal meets frequently with the business administrator to over the needs of the school and to understand the budget. ²⁰¹⁷⁻¹⁸