

**SAINT ANNE SCHOOL  
FIVE YEAR STRATEGIC PLAN  
CREATED OCTOBER 2018**

**ENROLLMENT**

Saint Anne School will develop and implement a program to increase enrollment.

<b>ITEM</b>	<b>ACTION PLAN</b>	<b>TARGET DATE</b>	<b>PERSON RESPONSIBLE</b>	<b>COMMENTS</b>
Increase enrollment to 300 by 2022	Institute a new and present student scholarship program to assist with tuition	1/31/18	Principal Administrator School Board	Successfully begun
Increase enrollment to 300 by 2022	Institute a recurring academic scholarship program for high achieving students	6/15/18	Principal Administrator School Board	Bishop Vann Award
Increase enrollment to 300 by 2022	Have parents/students/Madrinas give testimonies about quality education at Saint Anne School at least twice a year	Ongoing	Principal School Board Madrinas	
Increase enrollment to 300 by 2022	Promote 'discount' for current families who refer a new family to the school	Ongoing	Principal Administrator Secretary	This was done this past school year - 2019-2020
To increase school visibility in the local community	Outreach with Madrinass at least two times a year at Saint Anne School, other parishes without a school, and a local community events	Ongoing	Principal Madrinas	We have done two so far this year
To increase school visibility in the local community	Create school flags and place on the school lawn on Main Street We are getting a low fence put up by 3/19	1/1/2019	Principal Secretary	We are getting a low fence on Main by 3/19 and can put flags on this

To increase school visibility in the local community	To place a light above school name on the front of the school on Main Street	3/1/2019	Principal Pastor	Can solicit a donor to help pay for this
To increase school visibility in the local community	To ensure that the website is mobile friendly and include a phone app for the calendar	6/15/2019	Technology Director	We are moving to a Diocesan created web page that does this
To increase school visibility in the local community	To ensure that articles that feature Saint Anne School are published at least twice a year in the Catholic newspaper	1/1/19	Principal Faculty	We had one quality article so far this year - new playground

**FINANCES**

Saint Anne School will develop a plan for appropriate mix of tuition, parent support, and fund raising in order to ensure the ongoing viability of the school.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
To increase revenue for families in financial need.	Implement 'Sponsor a Student' campaign	3/19/18	Principal Administrator School Board  Sponsorship Committee  Secretary Bookkeeper	This was successfully initiated  We continue to update the processes
To communicate the school's budget and tuition with parents	Administrator of Diocese will come to a parent meeting to present tuition and school budget once a year	Ongoing	Administrator Principal	Will do so in March (COVID hit and school closed)
To subsidize with outside donations specific needs of classrooms to minimize impact on school budget	Make an appeal to Saint Anne Parish in Seal Beach at least twice a year	Ongoing	Principal Faculty	First appeal: New Math Curriculum was purchased with their help  Second appeal: Sponsorship Program

				<p>Third appeal: STEM materials Classroom library books</p> <p>Fourth appeal: (propose) Sponsorship Program</p>
To subsidize with outside donations specific needs of classrooms to minimize impact on school budget	Formalize a strategic plan for the relationship between 'sister parishes'	6/1/19 Ongoing	Principal Pastors Administrator of Diocese Sponsorship Committee School Board	
To create greater parent support for school and to promote the school visibly in our local community	To create an 'online school wear' store	6/1/19	Principal Administrator of Diocese	Just need to formalize it
To begin a School Finance Committee for the new school year 2020-2021	Appoint a chair and members to assist him/her and meet with the school administrator	6/2020	Principal Administrator	Completed

## FACILITIES

Saint Anne School will develop and implement a 5 year plan to address ongoing structural needs, as well as safety initiatives that will provide a safe environment for Saint Anne students.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
Continued maintenance of the school	To repaint the front of Saint Anne School (Main Street)	1/2020	Pastor Principal	The back was painted in 2017
To improve the girls and boys bathrooms for the lower building	To find funds or donors to improve the bathroom facilities of the lower building	1/2021	Pastor Principal	
To enlarge the Preschool playground to include Kindergarten through Grade 2 students	To begin a fund for additional fencing, playground equipment, and rubber foundation	1/1/2019	Pastor Principal School Board	Completed
To provide a tarp between Campbell Center and the main school office	To provide cover from the sun and also from the rain and wind in the area between Campbell Center and the main office	1/2020	School Board Principal Pastor	Completed
To repave the school/church parking lots	To repave the parking lots of the school and church, to prevent accidents and injury to students	6/2021	School Board Principal Pastor	Raised \$25.000

**CATHOLIC IDENTITY**

Saint Anne School will continue to promote and maintain the Catholic identity present in the school.

<b>ITEM</b>	<b>ACTION PLAN</b>	<b>TARGET DATE</b>	<b>PERSON RESPONSIBLE</b>	<b>COMMENTS</b>
Continue to develop faith formation of students and parents	Invite bishop to celebrate Mass at least once a year	Ongoing	Principal	
Continue to develop faith formation of students and parents	To initiate family retreats for parents and students at least once a year	6/1/19	Principal Religion Coordinator	Did hold one retreat for Grades Preschool through Kinder
Continue to develop faith formation of students and parents	To offer altar server training during the school year and publish the information regarding dates for serving	Ongoing	Altar Server Coordinator	Is being done with help of alumni
Continue to develop faith formation of students and parents	Have Adoration of the Blessed Sacrament at least once a trimester	Ongoing	Religion Coordinator Principal	Held one Adoration of the Blessed Sacrament
Continue to develop faith formation of students and parents	Hold a father/daughter dance with prayer service before dinner	9/1/19	Principal Religion Coordinator	Was never done

**STAFFING**

Saint Anne School will continue to provide professional development for staff to better meet the needs of students.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
Provide professional development for faculty and staff	Use Title II monies of Santa Ana Unified to send teachers/staff to professionally enriching workshops	Ongoing	Principal Faculty/Staff	Is being done on individual basis through workshops/scheduled inservice through Notre Dame University but was postponed due to COVID
Provide faith formation for teachers throughout the year	Be a part of the CSJ Network and attend the Religious Education Congress yearly	Ongoing	Principal Faculty/Staff	We are in the network
To provide quality sharing between teachers to better meet the needs the students	Initiate the 2:10 pm Dismissal on Mondays for PLC (Professional Learning Community) sharing between teachers	Ongoing	Principal Faculty/Staff	This is now being done each Monday

**COMMUNITY**

Saint Anne School will be an active member of the local community through service.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
Celebrate a 'Day for Community' to honor those who serve the community	To hold a Mass in honor of our local police, firemen, and civic leaders To hold a Mass and luncheon for those who sponsor students or help our school, especially our 'Sister Parish'	Ongoing	Student Council Principal School Board  Sponsorship Committee	Have designated December 12th as our day of Gratitude for donors Student Council holds a special ceremony for military/police each year
Expand the 'School Family' service projects to reach out to local needs	To hold once a trimester 'School Family' times to work on projects that will help local needs in the community	Ongoing	Student Council Faculty/Staff	This is being done



**GOVERNANCE**

Saint Anne School will continue to work with the Diocese as it evolves as a Marian Alliance School.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
Remain open to new possibilities as the school evolves and sees new governing models	To meet with the Diocesan Administrator twice a month to discuss possible changes  To meet with Superintendent as needed	Ongoing	Principal Administrator Pastor Superintendent	This is being done on a regular basis

**CURRICULUM**

Saint Anne School will focus on math and reading skill mastery for all students.

ITEM	ACTION PLAN	TARGET DATE	PERSON RESPONSIBLE	COMMENTS
Adopt a new math curriculum	To research best math curriculums and adopt it	8/1/18	Math Committee Principal Administrator	Successfully Completed
Research best practices in reading instruction	To rethink as a faculty what is working and what might better serve students in the development of reading	1/1/19	School Administration  Faculty and Staff	Will have the Notre Dame ELA Workshop in 2020-2021 with followup through Santa Ana Unified Title Funds

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**MARKETING/PUBLIC RELATIONS**

Saint Anne School will design and implement a Marketing Plan

<b>ITEM</b>	<b>ACTION PLAN</b>	<b>TARGET DATE</b>	<b>PERSON RESPONSIBLE</b>	<b>COMMENTS</b>
Design a strategic marketing plan	Create a yearly marketing plan to be reviewed by School Board	1/1/19	School Board Principal Secretary Diocesan Administrator	Needs to be done
Envigorate the Madrina Program	Meet monthly with the Madrina moms	Ongoing	Principal Mrs. Gonzalez	Is being done with Mrs. Gonzalez