

THE FRANCISCAN SCHOOL
SCHOOL IMPROVEMENT PLAN
2007 - 2012

ACADEMIC AND INSTRUCTIONAL PROGRAMS

1. Examine classroom size, with recommendations for best-practice student / teacher ratios and square footage. Determine impact of those recommendations on facilities, fees, personnel, and materials and develop a strategy and timetable for implementation.
2. Enhance teacher support by examining and addressing “quality of life” issues such as adequate teacher planning time, workroom space, and financial resources for classroom materials.
3. Establish clear goals and objectives for student discipline and a student code of conduct. Examine the role and place of an Honor Code at TFS and expand opportunities to recognize student achievement.
4. Examine the need for and nature of parent and parenting education provided by TFS.
5. Expand opportunities for Faculty and staff professional and spiritual development, both group and individual. Tie individual professional goals and objectives to continuing education opportunities and provide the group with the planning and financial resources necessary for such group and individual growth.
6. Fulfill the vision of the Faith Formation Coordinator, implementing all job description elements, to the end of assuring a Christ-centered school and curriculum that helps to develop socially aware, concerned, and active disciples of Christ.
7. Develop a comprehensive five-year plan with annual objectives to keep student and staff technology use leading edge and state-of-the-art.
8. Complete the full sizing of the Middle School (enrollment, staff, facility). Examine the needs and characteristics of the Six Grader, and develop an appropriate instructional and physical space use plan that responds to those needs.
9. Use the newly formed curriculum committees to increase the teacher role in school curriculum development and the examination of issues such as the role, nature, and quantity of homework.

NEW AND SPECIAL PROGRAMS

1. Examine the range of student special needs (instructional, emotional, physical, behavioral, and educational) in today’s school-age population and examine the capacity of TFS to respond to them, developing a clear instructional mission statement and the human, financial, and physical resources necessary to support the goals and objectives of that mission statement.
2. Develop a plan to increase the racial and socio-economic diversity of TFS by attracting and holding a broader cross-section of staff and students, simultaneously increasing commitment to financial aid (see *Management, Finance, and Governance*).
3. Identify, incorporate, and institutionalize opportunities for staff and student stewardship (use of time, talent, and treasure) from Kindergarten through Grade 8, including opportunities to incorporate student community service in Grades 6 through 8 into the life of the school and our students.

4. Examine the role of the arts in the life of TFS, with particular attention to the implementation of an expanded performing arts program (drama and music) that would complement the visual (graphic) arts already in place.

FACILITIES AND EQUIPMENT

1. Design, build, and occupy dedicated Middle School space.
2. Undertake a retrofit and space use analysis to develop a timetable, strategy, and cost of moving Grades 4 and 5 to Thea Hall.
3. Develop goals and objectives for performing arts at TFS, with performing arts space design (form) following function in the new Assisi Community Center.

EXTERNAL AFFAIRS AND INSTITUTIONAL ADVANCEMENT

1. Develop pro-active teacher recruitment program at a time of increasing competition for teachers nationally, committing to strong salaries and benefits while identifying other elements to attract and hold gifted teachers.
2. Update the Emergency (Crisis) Plan and conduct an Emergency Preparedness Survey.
3. Develop and implement a marketing, public relations, and communications plan that takes advantage of fast-developing electronic innovations and takes a multi-media approach to information dissemination, including a state-of-the-art school website.
4. Enhance program coordination and communication with the parish Early Childhood Learning Center staff, parents, and students to the end of creating a well-articulated and broadly understood parish educational continuum from pre-school through Grade 8.
5. Develop and implement an Annual Fund within the context of a broad examination of the school's giving programs, including foundation, corporation, and major donor support.
6. Track and maintain communication with alumni/ae, compiling accurate records and database for alumni as well as past parents and grandparents. Begin to develop alumni/ae events and loyalty while tracking student success beyond TFS.

MANAGEMENT, FINANCE, AND GOVERNANCE

1. Structure administrative staff to maximize administrative responsiveness to the TFS Faculty, staff, parents, and students. Develop an easy forum to discuss emerging curricular and/or institutional ideas and issues.
2. Earmark / commit a fixed percentage of total operating funds to allow TFS to achieve its goals for Faculty / staff professional development (see Goal under "Instructional Programs").
3. Examine the role of the School Advisory Council (SAC), developing an annual agenda linked to the school management cycle and the School Improvement Plan (as a model for goal-setting and self-evaluation), while increasing communication and interface with the other parish councils.
4. Develop three-year strategic financial plan.
5. Examine the feasibility of increasing both the endowed and operating budget commitment to financial aid, determining and then setting long-range target goals of aid (for example, a financial aid budget equal to 7.5% of total expense to 20% of the student body)