2 **Component Two:**

**Communicating Improvements**



**Communicating Strategic Plan Progress**

**School and City:** **St. Peter's School, Canby**

1. **Communication Process and Venues**

***How did you communicate the School Strategic Plan with stakeholders?***

On this template, provide an informative written description of the processes and venues of how the School Strategic Plan (SSP) and its defined improvement initiatives (Objectives, Strategies and Action Steps) were communicated to a variety of stakeholders.

*In the beginning of the school year at the first staff meeting and Education Committee meeting, the School Strategic Plan was reviewed and updates of progress were given. It was also reviewed throughout the school year by both groups at meetings. Events that occurred throughout the school year were communicated to parents and parish members in the weekly Parent Newsletter, the church bulletin, the school's website, and on Facebook. Objective 5 (The school will initiate the LEAP Forward Initiative to improve technology), Strategy 1 (Study and assess current internet options and possible change internet connection.), Action Steps 1-5 (Research and implement) were reviewed and updated this school year. The school's internet has been a concern with the connectivity and being a part of the E-rate for the Canby Schools. We had to switch to Midco for a year to be able to have enough Internet capability for all of our devices, but we did get approved for E-rate under the Canby Schools to be able to make the switch to a much faster and reliable Internet next school year. One area we are always watching and communicating is Objective 3 (The school will improve its Marketing and Development plan and its visibility in the parish and local community in order to attract more students.), Strategy 3 (Implement school activities that serve the local community and provide learning opportunities for our students.), and Action Step 4 (Create a year-long schedule of events.) to make our school present in the community and serve community members in a variety of ways. With the newly developed schedule of Nursing Home visits weekly, the classes were able to take turns going to the Nursing Home for 45 minutes and interacting with the residents. This was fun for both the students and the residents. We submitted pictures to the newspaper to show what the students were doing. We held other events in town this year to be more visible. One event was the Marathon. We made a new route around a lake in town right across from the Sylvan Court Assisted living. The sidewalk path was near a road so we had a Marathon banner up and had many people acknowledge and ask what was going on. This was a new location and experience for us, and we are excited to continue and even expand on it for next year.*

*The Annual Report was sent out to all school families. There were also copies placed in the back of church for parishioners to take. Both the Annual Report and SSP are placed on the school's website for downloading by anyone who wishes to know more about our school.*

1. **Documentation of SSP Communication**

***Provide evidence to support the above written description of communication of the SSP progress with stakeholders.***

Attach 3-5 relevant and varied documents that clearly demonstrate communication of the SSP to stakeholders and the school’s progress toward achieving defined improvement initiatives. Highlight the document and **label** with **Objective, Strategy** and **Action Step** #s as appropriate to direct the reviewer’s attention.

Schools are encouraged to include your annual ***State-of-the-School*** report to stakeholders as one evidentiary document. ***Find the following sample documents attached:***

1. *Annual Report*
2. Educaiton Committee October Agenda--Internet Discussed (Objective 5, Strategy 1, Action Steps 1-5)
3. Nursing Home Schedule and Pictures (Objective 3, Strategy 3, Action Step 4)
4. School Website Page with links to Annual Report and SSP.
5. *Education Committee Minutes--SSP Reviewed and Discussed*
6.