2 **Component Two:**



**Communicating Strategic Plan Progress**

**Communicating Improvements**

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

1. **Communication Process and Venues**

***How did you communicate SSP results?***

Describe the processes and venues used to report your school’s progress achieving identified improvement initiatives defined on the *School Strategic Plan* (SSP) to a variety of stakeholders (i.e. – students, parents, faculty, governance, appropriate publics). Consider objectives, strategies and action steps that were achieved in 2013-14.

*Throughout the school year, the School Strategic Plan(SSP) was reviewed at Education Committee meetings. The staff reviewed the plan at the beginning of the school year as well as updated progress at the last staff meeting of the school year. The SSP and Annual Report has been our school's website all year long under the Accreditation Information tab. As some updates were made or donations were made to fund something on the SSP, a thank you was sent to the donors. Major accomplishments were put in the weekly parent newsletter. The State of the School Annual report is complete and will be mailed out to all school families on June 16th. There will also be copies in the back of church for any parishioner who wishes to get a copy of the Annual Report summarizing our school year and areas met from our SSP.*

1. **Documentation of Communication**

***Enclose sample documents labeled with Objective, Strategy and Action Step(s) that demonstrate how stakeholders know improvement efforts are connected to the SSP and support the above written report.***

Attach 3-7 relevant and varied documents that provide evidence of specifically how the school’s improvement initiatives were reported to stakeholders. Adhere one of the provided labels to each piece of evidence. Record on the label the objective, strategy and action step from your school’s SSP that is directly associated with the enclosed evidence. Highlight the document as needed to direct the reviewer’s attention.

Find the following sample documents attached:

*Education Committee Meeting Agendas from October & April--MNSAA Review*

*Copy of website page listing MNSAA Accreditation Information*

*Staff Meeting Memo/Agenda for final meeting date--Review MNSAA SSP*

*Parent Letter--Science Fair Winners Announced*

*Summer Tutoring Letter Sent Home to Parents*

*State of the School--Annual Report*