

**Saint Martin School
Sunnyvale, California**

**5 Year Plan –
Building on the Foundation for the
Future**

June 1, 2010



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Introduction

Message from the Pastor

Blessings to you all. It is with a sense of pride that I introduce to you an updated Long Range Strategic Plan for the benefit of St. Martin School Students.

Our students have become wonderful examples of social justice and kindness. Furthermore, they have developed spiritually, culturally and academically. We should all be proud of their effort and the guidance they receive from the school administration and staff.

It is only as a community that we can continue to gain ground in the education of our students. Together we can work towards improvements and build on our existing foundation.

Yours in Christ

Father Tony Medina, Pastor,
Saint Martin Parish

Message from the Principal

Saint Martin School has a rich tradition of over fifty years of quality Catholic education. Our focus on sharing the Gospel message and celebrating the unique qualities of each student remains constant. However, to continue to provide the best for our students, we must constantly look forward and prepare for their future.

It is to this end that the dedicated School Advisory Council has worked so hard to update the Five Year Plan. This plan is a continual work in progress that is based on the reality of the now and our hopes for the future. Parental involvement is key to our continued success.

Please review the following pages and find the ways you can help make the plan a reality for your children.

Sincerely,

Sharon Lydon, Principal
Saint Martin School

Mission and Vision Statements

Saint Martin Mission Statement

St. Martin Catholic School provides a safe, academically challenging environment where learning blends with faith to educate the whole person. We instill in our students a respect for diversity and a lifelong commitment to learning, to Christian values, and to community service.

Saint Martin Vision Statement

The St. Martin School community will create a nurturing environment and encourage the growth of knowledgeable, respectful, responsible, creative Catholic individuals with a desire for life-long learning.

Saint Martin Philosophy

In partnership with family and Church, the St. Martin School community provides a safe and nurturing environment reflective of our Catholic identity and in which the teachings of Jesus Christ can be learned and lived. As educators, we create an atmosphere of learning that will prepare knowledgeable, creative, and responsible individuals who have a desire for life-long learning and who are active participants in their community. We believe that education is a cooperative venture of exploration, interaction and respectful discovery of self, others, and the world. This takes place most effectively in an atmosphere that promotes cultural development and fosters the spiritual, social/psychological, academic, and physical potentials of each student.

Western Association of Schools and Colleges (WASC) Accreditation

In 2007, St. Martin School received the maximum accreditation of six years.

Student Learning Expectations

A St. Martin Student:

L	<i>Loves God</i>	<ul style="list-style-type: none"> • Follows the teachings and example of Jesus • Develops a relationship with God • Understands, appreciates, and participates in the teachings and practices of Catholicism
E	<i>Embraces diversity</i>	<ul style="list-style-type: none"> • Shows respects for all cultures and races • Develops an awareness of responsibility toward all the world's communities • Acts with compassion toward all individuals, life forms, and natural environments • Celebrates all things that make us unique
A	<i>Accepts responsibility</i>	<ul style="list-style-type: none"> • Completes and turns in work in a timely manner • Makes no excuses • Demonstrates effort and pride in all endeavors • Accepts consequences for all actions • Obeys the rules
R	<i>Respects all things</i>	<ul style="list-style-type: none"> • Practices Catholic values in and out of school • Treats others the way he/she would like to be treated • Recycles to protect the environment
N	<i>Nourishes mind, body, and soul</i>	<ul style="list-style-type: none"> • Develops a love of learning • Makes good choices • Resists temptation • Practices his/her faith • Eats well and exercises
S	<i>Serves the community</i>	<ul style="list-style-type: none"> • Performs service to improve the lives of others • Develops a spirit of healthy competition, good sportsmanship, and team work • Understands the basic civic responsibilities of a citizen • Is aware of global issues

A Rich Tradition

School History

Saint Martin is one of thirty elementary schools in the Diocese of San Jose. Established in 1953 as a parish school, Saint Martin continues to provide quality Catholic Education to its students. Originally staffed by nuns of the Order of St. Joseph of Wichita Kansas, the school is now staffed by lay faculty who teach to a potential student population of 325 students in classes ranging from pre-kindergarten to eighth grade.

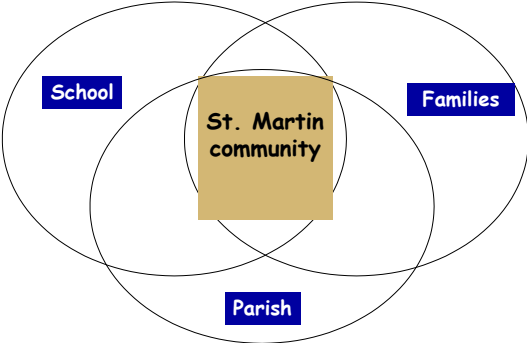
Saint Martin School Advisory Council (SAC)

The current St. Martin School Advisory Council was selected by Principal Sharon Lydon and confirmed by Father Tony. The purpose of the School Advisory Council (SAC) is to serve in an advisory capacity to the principal. The objective is to review and develop policy statements for guidance towards providing a Catholic education within the framework of the policies of the Diocese of San Jose Department of Education.

The School Advisory Council is comprised of parents with children in attendance at St. Martin and ex-officio members representing the Parish, the school staff and the Parent Teacher Group (PTG). Current officers of the School Advisory Council are President Angelique Wilson and Vice President Chris Figone. Other Board members include Jim Ciarico, Alfred Cimino, Shannon Kreeger, Keith LoPresto, Mike Craig, Kent Johnson, Roldan Fojas & Marti Trujillo. Ex-officio members include the Pastor, the Principal, the Development Director and the PTG President.

The intrinsic goal of the School Advisory Council is to create better understanding and support of Catholic Education and to act as a public relations group in making the work and achievements of the school better known to the entire parish and civic communities. The School Advisory Council meets monthly and all Council meetings are open to the public unless designated as an executive session. Transaction of official business is adopted upon a quorum tally of votes by the Council members. The School Advisory Council welcomes input and those who wish to address the Council may request it by writing to the President or the Principal at least one week in advance of the meeting. School Advisory Council actions will be communicated in a timely manner to the St. Martin School and Parish communities.

The main components of the St. Martin community are the school, families, and the parish. Within the school community, the School Advisory Council is one of two critical parent volunteer groups. The Parent Teacher Group works in a symbiotic relationship with the School Advisory Council. They create and foster an environment that is conducive for our parents to work together in accomplishing goals for the benefit of the students and school community. These organizations are able to bring together the talents of the School, Parish, and Families to improve the strength of the entire St. Martin Community (see chart below).



The Strategic Planning Process

Strategic planning is a management tool. As with any management tool, it is used for one purpose only: to help an organization do a better job - to focus its energy, to ensure that members of the organization are working toward the same goals, to assess and adjust the organization's direction in response to a changing environment. In short, strategic planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does, and why it does it, with a focus on the future. *(Adapted from Bryson's Strategic Planning in Public and Nonprofit Organizations)*

In line with the strategic planning process, the 2008/09 board members reviewed the plan and its relevancy to its environment. After a mini training session on strategic planning concepts and timeline, the board went through a couple of strategic planning sessions. Periodically, we will survey our parent population and report back to the community on our findings. The 2007/08 parent survey focused on recruitment and retention, asking parents about:

1. Their Satisfaction with St Martin School
2. Their reason for Choosing St Martin School
3. The Communication between St Martin and Parents
4. Their experience and observations of St. Martin graduates compared to the student's development goals.

The School Advisory Council has an ongoing schedule to update this plan on an annual basis.

Planning Process Flow

Planning Base	Results Required	How	Implementation	Reviews
Internal Assessment				Reviews
External Assessment	Vision/Mission	Strategies	Delegated Objectives	
Assumptions	Goals & Objectives	Programs	Delegated Programs	
Priority Issues				
Where are we now?	Where do we want to be?	How will we get there?	Who must do what?	How are we doing?

The Strategic Plan Elements

Plan Elements and Products

Elements of the Plan

The elements of the plan correspond one-for-one with the committees. For example, within the enrollment element is found the compiled and prioritized list of desired projects, products, and/or actions which the committee (in deference to the values statements, shareholder desires, governing regulations, parish desires, etc) recommended should be within the scope of the plan.

- A. Curriculum***
- B. Staffing***
- C. Spiritual Life***
- D. Plant and Facility***
- E. Finance***
- F. Development/Enrollment***
- G. PTG***
- H. Technology/Website***

A) Curriculum Element

Mission:

To comply with the current curriculum guidelines, outcomes and standards as directed by the State of California and the Dept of Education for the Diocese of San Jose.

Vision:

To utilize methodologies and materials that will enable students to achieve the outcomes.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
10/11	Develop math mastery tests to determine which students can move to next level.	Faculty	0.00
10/11	All math classes to be taught at the same time daily to allow accelerated students to move up to next grade.	Administration & Faculty	0.00
10/11	Solicit donations from high tech companies to cover cost of new mathematics textbooks.	Development & Administration	~ \$10,000
11/12	Potential Purchase of Social Studies texts as determined by In-Depth Study	Administration & Faculty	\$10k estimated
13/14	Potential Purchase of Religion curricular materials/books as outlined in depth	Administration & Faculty	\$10k estimated
14/15	Participate in Science curriculum in depth study	Administration & Faculty	0.00
15/16	Participate in Religion curriculum in depth study	Administration & Faculty	0.00
Ongoing	Analyze ITBS and ACRE test results to determine students in need of intervention and/or areas for improvement	Administration & Faculty	0.00

Assumptions:

1. The curriculum enrichment will be included in the school budget.
2. The diocese will continue to plan teacher in-service.
3. Predicated on meeting minimum enrollment
4. Continued title funding available and approved

B) Staffing Element

The Staffing Committee supports the administration on matters dealing with the acquisition, retention and on-going education of qualified teachers.

Mission:

To hire and retain high quality teachers, aides administration and staff.

Vision:

To build an effective, integrated and cohesive staff that will meet the needs of the St. Martin school student.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
10/11	Create 1 st -2 nd grade mixed-age classroom, assuming that first grade enrollment in less than 10 students	Administration & 1 st grade teacher	
10/11	Third grade to be team taught by Ms. Balzer (68%) and Mrs. Muller (32%). Mrs. Muller to teach 1 st through 6 th grade P.E. Ms. Wynia to teach 4 th – 8 th science and 7 th & 8 th P.E.	Administration & Mrs. Muller & Ms. Balzer, Ms. Wynia	
12/13	Hire a reading specialist	Administration	~\$30K
13/14	Full time aide in 3rd grade	Administration	\$16k base annually
13/14	Part time aide in 4 th grade	Administration	\$9k base annually
Ongoing	Part time aide in JK grade, pending enrollment	Administration	\$9k base annually
Ongoing	Evaluate substitute teacher allowance	Administration	TBD
Ongoing	Teachers will participate in continuing education (AKA Professional Development) to improve instruction.	Administration	TBD

Assumptions:

1. The interview process will require qualified candidates.
2. Candidates will have gone through the diocesan screening process.
3. Minimum enrollment is met or exceeded annually.

C) Spiritual Life Element

Mission:

To offer opportunities which promote and enhance the teaching of the Catholic Church while respecting the spirituality of each person and their family.

To put our Faith into practice by developing spiritual mentorship programs that encourage participation in the various School activities thus providing a continuous knowledge base link to our future endeavors.

Vision:

To continue to foster spirituality throughout the school community.

“Faith without works is dead”
 - James 2:20

We will strive to walk our talk as we look to the Holy Spirit for guidance.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
Ongoing	To offer opportunities for students to participate spiritual activities and community services	Faculty, Administration	\$0
Ongoing	To continue finding spiritual enrichment for faculty.	Principal/Administration	Determined Annually
Ongoing	To develop/implement monthly communication in principal's news letter highlighting school's community spiritual activities (bagging lunches, prayer services, Buddy activities, etc.)	SLC/Principal	\$0
10/11	To create a spiritual and community-service minded relationship with the retirement facility across the street from the St. Martin Campus. Involve every grade level.	SLC/Principal	\$0
10/11	To create a list of spiritual activities that school/students are involved in and post on school's web page.	SLC, Faculty, Principal, Website Committee	\$0

C) Spiritual Life Element

GOALS AND OBJECTIVES CONTINUED:

School Yr.	Goal	Responsible Person	Cost
10/11	Develop Spiritual Life overall Theme/Slogan. Requests based on certain specific criteria, include school and school families.	SLC/Pastor	\$0
10/11	Family Mass/Community Service - Class who hosts Family Mass to provide artwork & petitions for a pre-determined long term care facility in Sunnyvale in the month they host Family Mass	SLC/Faculty/Principal	\$0
10/11	Establish Mother/Daughter Mass	SLC	\$0
10/11	Establish Grandparents Day Mass	SLC	\$0
10/11	Establish Father/Son Mass	SLC	\$0
Ongoing	Parish News - Process for Parish updates/events to be communicated to school in principal's letter as well as include on school web page.	SLC	\$0
10/11	Teachers to attend periodic "Day of Inspiration"	SLC/Faculty	\$0
10/11	Teachers to attend a yearly Diocesan "Faith Formation Conference"	SLC/Faculty	\$0
10/11	Prayer Partners	SLC	\$0
Ongoing	Develop Topics for and Implement Spiritual Workshops	SLC	\$0
10/11	Mentorship School Mass blessing	SLC	\$0
10/11	Parish Bulletin - To include a section on school news, weekly.	SLC	\$0
11/12	Family Mass - Establish Mass for school volunteers. Formal blessing.	SLC	\$0
12/13	Establish Youth Group	SLC	\$0

C) Spiritual Life Element

GOALS AND OBJECTIVES CONTINUED:

School Yr.	Goal	Responsible Person	Cost
12/13	Research Retreats for Parents	SLC	\$0
13/14	St Martin Alumnae/i are recruited to foster spiritual development of younger children	SLC	\$0

Assumptions:

1. That spiritual life is essential to the mission, vision, and philosophy of the school.
2. The school will have a religion coordinator and/or campus minister.
3. The stewardship committee will continue their work at the parish level.
4. The community service program will continue.

D) Plant & Facility Element

Mission:

The Facility Committee serves as the liaison between the Parish, administration and SAC for school facility maintenance and improvements. The committee exists to establish and implement short and long range plans to improve and maintain school facilities.

Vision:

A safe, well kept, and properly functioning facility greatly improves quality of life for staff and students. Through the mobilization of a ground swell of parents that takes pride and ownership of the school functionality and appearance, this Committee and maintenance process will produce real, tangible improvements to the School and landscape making Saint Martin School the premier Catholic school of choice for families in the South Bay area.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
10/11	Install new benches and chain barricades during the field restoration	Facilities committee	
Ongoing	Establish a schedule for routine maintenance and annual jobs.	Facilities committee	\$0
Ongoing	To establish and facilitate a process, which can identify, prioritize, and correct maintenance problems and improvements to the facility.	Facilities committee	\$0
Ongoing	Continue to maintain facilities log for maintenance and improvements.	Facilities committee	\$0
10/11	Create a directory of individuals and their skills as a part of this maintenance log/facilities binder.	Facilities committee	\$0
10/11	Replace broken venetian blinds in classrooms		TBD
Ongoing	Perform annual walk-through of school facilities for safety, maintenance and improvements.	Facilities committee	\$0
Ongoing	Review current landscaping scheme and establish a functional landscaping/grounds keeping plan that will minimize labor intensive jobs.	Facilities committee	\$0

D) Plant and Facility Element

GOALS AND OBJECTIVES CONTINUED:

School Yr.	Goal	Responsible Person	Cost
Ongoing	Establish a schedule for maintenance days with parental involvement. To be conducted on weekend mornings at least twice per school year: "Fall Cleanup" And "Year End Cleanup" (In May or early June)	Facilities committee	\$0
Ongoing	Continued and improved collaboration and communication with Parish regarding the parts of the campus that are Parish controlled.	Facilities Committee	\$0
10/11	To conduct summer parent workday/BBQ for minor repairs and clean up.	Facilities committee , Parents	TBD
10/11	Research replacing cyclone fencing on Central Avenue with a more attractive alternative	Facilities Committee	TBD
10/11	Support Central Avenue Residents Traffic Abatement Project	Facilities Committee	\$0
10/11	Planning for upgrade of all high efficiency furnace in all class room	Facilities committee , Parents	TBD
13/14	Study the feasibility of the PG & E Solar Energy Project at St. Martin School.	Facilities Committee	
13/14	If project feasible, prepare an application for a grant to fund the work required for the PG & E Solar Energy Project.	Facilities committee	

Assumptions:

1. The current school building is an older facility and will constantly be in need of minor repairs and monitoring.
2. Maintenance expenses must be evaluated annually and included in the school budget.
3. Minor repairs and upkeep will be monitored and maintained in an effort to prevent the necessity of major, costly repairs from occurring.
4. Efforts will be made to utilize manpower, materials and expertise that are at our disposal prior to subsidizing repairs/maintenance with school funds.

E) Finance Element

Mission

To gather updates and progress of significant decisions in financial matters from the accounting office and present them to the School Advisory Council.

Vision

To support the school's administration in maintaining financial reporting and stability for continued operations and growth.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
10/11	Determine Percentage of Annual Appeal for Tuition Assistance Program	Finance Committee Development Committee	\$0
10/11	Develop Communications Program for Financial Assistance Programs (need to reach broader audience)	Finance Committee Development Committee	\$0
Ongoing	Evaluate/Review eScrip/SchoolPop Annual Family Requirement	Finance Committee	\$0
10/11	Develop Promotion Schedule for eScrip/SchoolPop Program (including Broad and Directed campaigns)	Finance Committee/eScrip Committee	\$0
10/11	Develop Deposit Program for Non-Participants (eScrip/SchoolPop)	Finance Committee	\$0
10/11	Investigate New Sources of Income For Tuition Assistance	Finance Committee	\$0
11/12	Review/Revise Annual Appeal Percentage for Tuition Assistance Program	Finance Committee Development Committee	\$0
11/12	Implement Promotion Schedule for eScrip/SchoolPop Program (including Broad and Directed campaigns)	Finance Committee/eScrip Committee	\$0
12/13	Evaluate/Review eScrip/SchoolPop Annual Family Requirement	Finance Committee	\$0

E) Finance Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
12/13	Implement Deposit Program for Non-Participants (eScrip/SchoolPop)	Finance Committee	\$0
13/14	Review/Revise Annual Appeal Percentage for Tuition Assistance Program	Finance Committee Development Committee	\$0
13/14	Evaluate Effectiveness of Deposit Program for Non-Participants (eScrip/SchoolPop)	Finance Committee	\$0
14/15	Evaluate/Review eScrip/SchoolPop Annual Family Requirement	Finance Committee	\$0
14/15	Review/Revise Annual Appeal Percentage for Tuition Assistance Program	Finance Committee Development Committee	\$0
Annually	Back to School Campaign for eScrip/Scrip	Finance Committee	\$0
Annually	Evaluate/Review eScrip/SchoolPop Annual Family Requirement	Finance Committee	\$0
Annually	Update Key Measures for State of School Address	Finance Committee	\$0
Annually	Update Financial G&O	Finance Committee	\$0

Assumptions:

1. Tuition will be paid in a timely fashion.
2. PTG fundraising and development efforts will supplement the annual operating budget until "Minimum Enrollment" can be attained.

F) Development Element/Enrollment Element

Mission:

The meaningful involvement of people in the mission and vision of St. Martin school and to develop school policies and programs directed at student recruitment and retention.

The development department markets for image, markets for students and markets for funds.

Vision:

To raise awareness and increase support of St. Martin School with the objective of bringing enrollment to capacity levels and obtaining resources from all available sources to enable ongoing curricular and program enhancements.

Development as defined in this plan has 5 key parts:

- Funds generation – Grant procurement, endowment formation, annual appeal, major gifts and scholarship fund
- Alumni Network – Keeping the St. Martin family together and gaining their financial support and advocacy
- Public Relations/Marketing – Increasing awareness, both in-and-out of the Parish community
- Stewardship – Leveraging the time, talent, and treasures of the School and Parish community
- Recruitment and Enrollment– Support the Administration in recruitment and enrollment efforts.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
10/11	Execute the recruitment plan	Dev Committee	
	Enhance school brochure	Dev Committee	\$2,000.00
	Enhance application packet & recruitment section of website. Include virtual tours of the school.	Dev Committee	\$2,000.00
	Advertise, press releases, participate in SJ Magazine	Dev Committee	\$1,000.00
	Partner with neighboring employers and realtors for school brochure inclusion with relocation packages and other pertinent employee handouts.	Dev Committee	\$500.00
10/11	Articulate the roles of SAC, PTG, and Development, along with key volunteer positions	Dev Committee	\$0

F) Development Element/Enrollment Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
10/11	Communication Plan		
	Introduce School Speak	Dev Committee	TBD
	Website – ensure process & procedure in place for information dissemination	Dev Committee	\$0
10/11	Introduce Family Fundraising Goal to families. Review fundraising calendar with PTG, coordinating all events (including socials) between School Development, and PTG	Dev Committee	\$0
10/11	Continue to market preschool program	Dev Committee	\$1000.00
10/11	Research grant opportunities and write grants.	Dev Committee	\$0
10/11	Publish annual report to include revenue, expenses, all donors, SCRIP participants, volunteers who've met their commitment hours, etc.	Dev Committee	\$300.00
10/11	Create an alumni plan to include communication mailings, upgrade of alumni dbase, annual appeal, invitations to social events and specific alumni directed parties/socials.	Dev Committee	\$250.00
10/11	Enhance the alumni page on the website. Look at linking to Facebook and other appropriate social sites.	Dev Committee	\$500.00
10/11	Host a development/school finance meeting.	Dev Committee	\$0
10/11	Host a leadership meeting with parents in volunteer leadership positions to ensure we all have the same goals. SAC, PTG officers, any committee chairs, any committee treasurers, room moms, etc.	Dev Committee	\$500.00
10/11	Develop case materials for scholarship funding	Dev Committee	\$500.00

F) Development Element/Enrollment Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
11/12	Upgrade donor recognition events for major donors.	Dev Committee	\$1,000.00
12/13	Plan and begin the silent phase of a scholarship endowment.	Dev Committee	\$500.00
12/13	Create a budget and outline a paid development position.	Dev Committee	\$0
13/14	Hire a part time development director.	Dev Committee	\$55,000.00
13/14	Execute the public phase of a scholarship endowment.	Dev Committee	\$200.00
14/15	Upgrade the alumni program.		
14/15	Create a strategy to upgrade the interface with major donors in support of the school.	Dev Committee	\$1,000.00

Assumptions

1. Minimum enrollment is achieved
2. Development staff allocation is increased
3. School Advisory Council takes active role in annual appeal
4. School Advisory Council solicits volunteers to implement LRP
5. Necessary program funds are available for PR/Marketing. Most items may be donated, however, once minimum enrollment is attained, and the school has a manageable operating budget, then the school will start to pay for the development expenses.
6. PTG maintains annual fundraising plan
7. PTG conducts quarterly socials
8. PTG & School Advisory Council work together to implement ONE plan, the LRP.

G) PTG Element

Mission

Our mission is to bring together in a functioning union, Parents, Pastor, School Personnel and others who are interested in undertaking cooperative efforts on behalf of Catholic education developing fun and life sharing activities that encourages volunteering to help financially support the school and demonstrate Catholic values and behaviors.

We wish to promote the welfare of children in home, school, community and place of worship. Together with Parents, School Personnel, and Pastoral Leadership we are united in our efforts to secure for all children the highest advantages of a Catholic Education in a diverse environment.

Vision

Our vision is to help every child realize their potential by bringing into closer relation the home and school so that parents and teachers may cooperate in the education of our children.

PTG also raises funds for high-visibility strategic projects as identified by the school administration and the parent body. There are a limited number (3-4) of high-return fundraising efforts each year. The PTG coordinates volunteer opportunities throughout the year in support of improvements and maintenance of the facility. There is a full calendar of social events well attended by a representative cross-section of the school community.

GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
Ongoing	To create social opportunities throughout the school year that encourages whole family participation in a variety of fun social events to encourage parental involvement in all areas of a child's life.	PTG Officers, Parents	\$0
Ongoing	To encourage and increase family volunteerism at school by hosting various programs through a coordinated effort to keep families involved and informed.	PTG Officers	\$0
Ongoing	Adapt our school fundraising programs to encourage maximum dollar return while streamlining our efforts to achieve our goals.	PTG Officers, School Administration, Parents	\$0
Ongoing	To work together with the various school committees to identify and implement strategic goals for St. Martin School.	PTG Officers, School Committees	\$0
Ongoing	Sponsor a free St. Martin Family Appreciation event for our volunteers.	PTG Officers, School Administration	\$0

G) PTG Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
Ongoing	To have an Annual Classroom Liaison, for each class, to ensure communication between School Personnel and Parents. This would not be the responsibility of Room Parent.	PTG Officers, Administration	\$0
Ongoing	To develop a PTG monthly Parent / Teacher event to allow parents an opportunity to speak with teachers about their teaching plans for the current year as well as plans for the upcoming years.	PTG Officers, Teachers, Parents	\$0
10/11	To create a PTG program to offer parents an option to “opt out” of all fundraising by paying a one-time fee.	PTG Officers, Development	
11/12	Reinstate the Family Buddy Program to allow new parents a source of information	PTG Officers, Parents	\$0
11/12	To work with the School Advisory Council to provide necessary assistance for new programs that may help enhance Family Participation.	PTG Officers, SAC Committee	\$0
13/14	To create a program allowing parents to provide input when spending dollars earned in excess of total fundraising goals, creating a yearly PTG deliverable that gives back to the school in the form of a completed objective.	PTG Officers, SAC, Administration, Parents	\$0
13/14	To work with the Parish to create an annual collaborative Social Event	PTG Officers, Spiritual Life Committee, Parish	\$0
14/15	Identify project based fundraising objectives and/or campaigns	PTG Officers, SAC Committees, Parents	\$0

Assumptions: Minimum Enrollment will be met so that Fundraising will not necessarily be directed to budget shortfalls.

H) Technology Element /Website Element

Mission

Ensuring our students don't lose sight of the Catholic values, morals, and principals while growing up within such a technological driven society.

Integral to our children's future and livelihood will be living and embracing a future that is surrounded by technology and innovation. To get there, we need to move our classrooms into the next generation where our children are exposed to those technologies and are actively engaged. This is also essential for them getting into higher education and their ability to capitalize on the future markets.

Vision

Technology shall play a larger role in the actual school day as smart boards, computers, and media devices allow students to expand their horizons academically. The classroom will become very collaborative in nature. Ceiling or wall mounted projectors in each classroom will allow the teacher to display materials or interactive video/audio to classroom. A large portion of the classroom perimeter will have dedicated wall writing surfaces for students and teachers. Each room will have a smart board located in the front of the room for interactive student/teacher learning's. Each room will have dedicated work surfaces for students to assemble projects using document cameras', scanners, video camera, and laminating machines. Wireless connectivity will connect all forms of present and future media sources enhancing the learning experience.



GOALS AND OBJECTIVES:

School Yr.	Goal	Responsible Person	Cost
Ongoing	Enhance current website to be more 'eye catching' to attract potential parents. <ul style="list-style-type: none"> ● Website becomes marketing tool for school. ● Contain a FAQ section ● Pictures of school events, activities ● Facility biographies / experience ● Contain school forms, applications ● Subscribe to a school mailer for upcoming events. ● Easy for school facility to maintain/update 	Technology committee Strategic Planning	Free Parent Volunteer 'webmaster' ~40hrs setup time, plus ongoing upkeep

H) Technology Element /Website Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
Ongoing	Meet with teachers and administrators on a regular basis to ensure that current technology meets their instructional needs.	Technology committee Strategic Planning	Free Ongoing time commitment
2010/2011	Seek out parent expertise to help define and implement campus wide wireless internet connectivity and policy. <ul style="list-style-type: none"> • Equipment needs • Most cost effective way to wire the campus • Network security administration and protocols • 		
2010/2011	Clean up computer lab. Remove defective / old equipment. Install a storage cabinet to hide extra equipment, supplies. Install hand sanitation units in classroom for students.	Technology committee Facilities	\$250 (Home Depot)
2010/2011	Seek Technology Grants, employee charity donation programs, or other programs to modernize computers in the classroom, connect to information highway, and make sure effective and engaging software and online resources are an integral part of school curriculum.		Unknown
2011/2012	Establish a 'student' based pro active computer service. Train students to patch machines, perform virus updates, technical support and general care of machines (with parent help). Provide experience to students and develop sense of ownership for success of lab. Reduce the need to hire personal.	Technology Committee	Free 7 th or 8 th grade volunteers \$0 ~8 hrs a month
2011/2012	Establish a parent and teacher advisory committee to identify software applications which might enhance curriculum . Outline a plan for adding new annual S/W purchases to grow the S/W library.	Technology Committee	Unknown

H) Technology Element /Website Element

GOALS AND OBJECTIVES - CONTINUED:

School Yr.	Goal	Responsible Person	Cost
2012/2013	Enable Internet TV in the classrooms: <ul style="list-style-type: none"> • Investigate “TIVO” like program for capturing and streaming educational programs • Enhance curriculum and enable teachers more audio/visual demonstrations 	Technology Committee	\$400 per classroom (est)
2013/2014	Campaign within school and diocese the St Martin’s technology roadmap to promote awareness and support	Strategic Planning Finance Tem Technology Committee	Free
2013	Seek professional Management Company to provide formal proposal, framework, design and layout, cost, and benefits of upgrading classrooms to current technology trends.		Unknown
2014/2015	Create a formalized technical roadmap for the school.. Provided funding is available: Hire a professional consultant to compile and recommend what St Martin needs to modernize its classrooms. Details around hardware/software architecture, class room configurations, interfacing of key technologies, network diagrams implementation timelines, training, and cost. <i>* possibly use College students to provide a school roadmap as project experience for school credit – no cost to St Martins</i>	Technology committee Finance Team Strategic Planning	\$15K Or volunteers ~40 hrs
2015	Establish Student Advisory Board for Technology usage and development Engage students in design and implementation Establish sense of ownership and educate them on how to collaborate and drive goals – project plans		Unknown