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# Strategic Plan for Growth & Vitality

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**– Boldly Forward in the Spirit! –**

*It is the mission of St. John Paul II Catholic High School to provide an affordable college preparatory curriculum within a Christ-centered Catholic environment. This mission encompasses the education of the whole person—spirit, mind, and body—within the tradition of the Catholic Church.*



“

*Do not be afraid! Do not be satisfied with mediocrity! Instead, put your boat out into the deep and lay down your nets for a catch.*

”

**St. John Paul II**

# Let Us Pray

Lord, send down your Spirit to be with us. May your Mercy and Wisdom guide our steps, inspire our ideas, and enlighten our decisions. May it shine a light unto our path. Help us to be dependable and unpretentious with one another, to be gentle and unassuming in dialogue, and to be straightforward and candid with our praise and correction of one another.

Guide us, Lord as we strive to build a community that raises saints. Help us to affirm the dignity of every student by providing the best possible education for their intellectual, moral, social, spiritual, and physical development. Help us to build a culture that makes God known, loved, and served in all things. Help us to be a witness to hope to those in despair.

Saint John Paul II, intercede for us for the success of this process; help us to persevere as you did in the face of challenges, and to seek God's will above our own. Virgin Mary, Mother of God, we entrust this effort to you; ask your Son to guide us throughout our conversations and decisions, all for the greater glory of God.

**Amen.**

## —Letter from the Principal—



Dear families and friends of St. John Paul II,

The essence of our strategic plan is our commitment to a strong Catholic identity which creates a transformative educational experience, necessarily forming academically prepared and spiritually inspired leaders who will change the world for the better.

This unique charge will be realized as we continue to craft and enhance our school's learning environment – a learning environment in which virtue is practiced, reason is informed by faith, students are committed to serving the communities in which they live, and they are fully engaged and educated in both the liberal arts and 21st century technologies. Through this process, our students will be able to substantiate their faith, work constructively and collaboratively with others in whatever vocation they pursue, and ultimately find success after graduation. It is our mission as Catholic educators and ministers of faith to assist them in this formational journey, and we commit to helping our students actualize their extraordinary promise.

As a Catholic community, the atmosphere we seek to cultivate is one in which our students become lifelong learners who continuously pursue Goodness and Truth, and strive to share this knowledge as future leaders in our society. This strategic plan outlines the practical ways in which this educational ideal will be accomplished. Through a strong collegiate preparatory curriculum and pedagogy which produces critical and creative thinkers, enhanced facilities with the latest technology, recruited and retained teachers who are masters of their craft, and financial stability and growth, our vision will be realized at St. John Paul II. As we boldly advance the shared vision for the future of our beloved school, we remember the advice of St. John Paul II, "Do not be satisfied with mediocrity." As Catholic Christians, this should be our mantra in all that we do. At St. John Paul II Catholic High School, we fully support and encourage all that is academic, athletic, and artistic, and we strive for excellence in each.

This strategic plan was the result of many inclusive discussions which drew upon the collective wisdom of St. John Paul II's parents, administrators, faculty, staff and members of the surrounding community. Thus, we invite you all to join us as we implement these key initiatives, and thank you in advance for donating your intellectual resources, and rich and diverse talents, to assist us in the years to come. With your help and informed by our Catholic identity and guided by our patron, we will continue to thrive and grow as a vibrant exemplar of excellence in secondary education.

Sincerely,

Greg Monroe, Principal

# ST. JOHN PAUL II CATHOLIC HIGH SCHOOL

## STRATEGIC PLAN FOR GROWTH AND VITALITY



### CATHOLIC IDENTITY & MISSION

*St. John Paul II Catholic High School will continually develop a Christ-centered Catholic environment and renew the ways we educate the whole person—spirit, mind, and body—within the tradition of the Catholic Church.*

#### **GOAL #1:**

**Provide students (and their families) with opportunities to encounter Jesus and be led by the Holy Spirit during their time at St. John Paul II Catholic High School and beyond.**

#### *Objectives*

- 1.1. Continue to cultivate our Eucharistic-centered school culture through weekly Mass, access to confession, adoration, and other devotional practices.
- 1.2. Continue the practice of providing annual retreats for each class. Offer an annual parent retreat. Establish follow-up activities for small groups to encourage continuation of retreat experiences.
- 1.3. Teach developmentally appropriate discernment skills for juniors and seniors (i.e., vocations to priesthood, religious life, married life, career path, major life decisions etc.).
- 1.4. Integrate lessons on virtue, morals and ethics throughout the curriculum. Set rigorous academic expectations for theology (e.g., Catechism, Theology of the Body).
- 1.5. Create opportunities for families to strengthen their faith life in the home.
- 1.6. Ensure ample time each year for faculty to reflect on mission, the core values of a Catholic education, and ways to integrate Catholic identity throughout the curriculum.

#### **GOAL #2:**

**Connect more deeply with the broader Catholic community with a particular focus on parishes at which students are members.**

#### *Objectives*

- 2.1. Work with local pastors to coordinate communication and a meaningful presence for the school through Church bulletins, announcements, banners, pulpit presentations, events, etc. Identify ways that SJPII can reciprocate parish support (e.g., announcing parish fundraisers, volunteers.)

- 2.2. Require students to complete a percentage of service hours at a parish, Trinity Catholic, Catholic Charities, or other Church (for non-Catholic students). Students should wear SJPII service t-shirts.
- 2.3. Establish a student evangelization program:
  - A) Work with the Office of Faith Formation to train students to be catechists at their parish religious education programs;
  - B) Cultivate student volunteers to participate in local parish liturgies (e.g., lectors, ushers);
  - C) Collaborate with local youth ministers and facilitate student participation in youth ministry programs;
  - D) Consider hosting an annual SJPII Catholic youth rally in collaboration with deanery youth groups.
- 2.4. Arrange for the SJPII choir to serve at a variety of parishes throughout the year.
- 2.5. Host a Mass of the Holy Spirit at the beginning of each school year combined with Trinity Catholic followed by a picnic with student group entertainment. Alternate each year between Trinity and SJPII.
- 2.6. Continue to offer opportunities to bring the Catholic community members to campus (e.g., Eucharistic Congress, priest basketball game etc.).



## ACADEMIC EXCELLENCE

*St. John Paul II Catholic High School will strengthen the curriculum, improve instructional practices, recruit excellent faculty, and maintain a technological advantage so to align our educational program with St. John Paul II's vision to provide students the "learning to think rigorously, so as to act rightly and to serve humanity better."*

### GOAL #3:

Create an integrated curriculum for college success.

#### Objectives

- 3.1. Coordinate course content, core skills, research-based instructional practices, and best practice assessments for each subject area and grade level through a curriculum mapping process. Align horizontally (across subjects in a grade) as well as vertically (sequentially within subject areas across grade levels). Identify opportunities for cross-curricular thematic units for each grade level. Review the quality of alignment every two years.
- 3.2. Interview key college admissions officers to determine expectations for college readiness.

- 3.3. Continue to facilitate collaboration between Trinity Catholic middle school and SJPII ninth grade faculty to optimize development alignment content and skill (i.e., vertical teaming).
- 3.4. Continue to add/improve AP and dual enrollment courses. Promote/encourage student participation.
- 3.5. Strengthen math and science courses to incorporate more hands-on, project-based, and student-centered learning experiences that involve critical thinking and problem-solving (i.e., Science, Technology, Engineering, and Math [STEM] initiatives).
- 3.6. Develop a competitive advantage in the visual arts through active, hands-on instruction, introducing new techniques/trends, improving course structure to optimize class time, visiting artists from 2D, 3D, and graphics genres, and competing in area art shows, festivals, and juried art events.
- 3.7. Strengthen the development of critical life skills throughout the curriculum: writing, public speaking, analytical reasoning, problem-solving, etc.
- 3.8. Study research-based instructional practices and the curricula of successful Catholic and private schools.
- 3.9. Form strategic partnerships with education-related organizations and college/universities to facilitate access to innovative instructional practices, educational resources, and other creative opportunities.

#### GOAL #4:

### Recruit, support, train, and evaluate teachers and staff to optimize their effectiveness.

#### *Objectives*

- 4.1. Advertise faculty positions nationally and recruit from Catholic colleges/universities (i.e., ACE-type programs), FSU, FAMU, TCC. Prioritize faculty salary increases as the school grows. Consider a greater tuition discount incentive. Explore the feasibility of offering graduate tuition remission.
- 4.2. Set up faculty professional learning plans specifying goals, an action plan, and evidence of learning. Hold teachers accountable to obtain certification and to meet continuing education requirements.
- 4.3. Institute a best practice evaluation system for teachers and staff based upon accreditation standards.
- 4.4. Improve communication and collaboration among the administration and faculty, being especially proactive at maintaining the engagement of part-time faculty. Institute a yearly faculty survey to identify ways to improve faculty support. Provide exit interviews for faculty leaving the school.

- 4.5. Facilitate shared professional development and set up professional learning communities (PLCs) with Trinity and Pensacola Catholic HS. Focus on differentiated learning, response to intervention (RTI), integration of technology into instruction, and the use of assessment data to inform instruction. Provide opportunities for teachers to share expertise and successful practices with their SJPII colleagues.
- 4.6. Explore the need and feasibility of hiring a part-time resource teacher to assist teachers and students with special needs. Consider cost-sharing specialty teachers with Trinity Catholic.
- 4.7. Provide substitute teachers as needed to better manage faculty course loads.

## GOAL #5:

### Improve our methods to define and measure academic excellence.

#### *Objectives*

- 5.1. Articulate and implement clear academic admissions standards.
- 5.2. Improve the use of test scores and formative assessments to strengthen course content and instruction.
- 5.3. Set up a system to track graduate outcomes: awards, scholarships, colleges, GPA, graduate degrees, etc.
- 5.4. Develop a dashboard report presenting measures that school leaders determine to be a priority focus for defining excellence. Continue to track grades, test scores, number of National Merit Semi-Finalists, average scholarship per senior, National Honor Society recipients, academic competition awards, etc.
- 5.5. Establish a school and graduate profile based on last ten years of graduates.
- 5.6. Create a student digital portfolio system to demonstrate evidence for learning gains in personal, faith, and academic development. Set expectations for participation in extracurricular activities (e.g., arts, athletic, service clubs, academic clubs, NHS, etc.) throughout their high school experience.

## GOAL #6:

### Build a guidance office that meets the needs of all students.

#### *Objectives*

- 6.1. Purchase state-of-the-art guidance software (e.g., Naviance) to automate student records, streamline communications, manage deadlines effectively, and facilitate parent access to documents and resources. Similarly, track student volunteer hours using specialized software (e.g., x2vol).



- 6.2. Strengthen the college guidance plan and process outlining and following through on grade-level tasks to ensure a successful path for college. Review annually.
- 6.3. Clearly outline college counseling expectations for students, parents, and teachers for each grade level.
- 6.4. Develop and implement a systematic process to better prepare students to optimize success on the SAT/ACT scores and National Merit Scholarships beginning freshman year.
- 6.5. Improve communication to parents and students throughout the year (e.g., call each family during summer to prepare parents and students to accomplish grade-level tasks in the guidance process, publish guidance schedule of events by the beginning of the school year, etc.).
- 6.6. Provide an in-service to families beginning junior year on the college counseling process (e.g., completing FAFSA, ACT preparation, college visits, etc.).
- 6.7. Visit and study best practice high school college guidance programs and processes.
- 6.8. Create a Student Support Team that includes the guidance counselor, principal, and teachers to monitor progress of students in need of support. Develop data-informed interventions utilizing a RTI tiered approach by first strengthening classroom support (Tier 1) and adding additional services as needed.
- 6.9. Ensure student access to a counselor for psychosocial support. Consider a community mental health center to provide onsite counseling for students with longer-term needs at no charge to the school.
- 6.10. Increase communications with and visits of college admission representatives, prioritizing Catholic colleges and universities. Grow the number of colleges attending college night and promote widely with emails, Facebook, personal invites, and parent phone calls.
- 6.11. Survey graduates one year out regarding what worked well and what could have been done to better prepare them for college and life.

## **GOAL #7:**

**Provide a state-of-the art technology infrastructure, learning management system, and personal devices to enhance student performance, assess learning outcomes, and create a 21st century learning environment.**

### *Objectives*

- 7.1. Ensure sufficient training for teachers to use technology to enhance instruction. Identify a credential or way to assess technological proficiency (e.g., Google Educator Certification). Provide funding to attend educational technology conferences (e.g., Florida Educational Teacher Conference, Gulf Region Innovative Teaching Conference.)

- 7.2. Create relevant/real world student-centered projects and learning experiences (e.g., students designing a church using geometry, research current legislative proposals to foster a debate, collaborate with a partner school in another country using Skype and other technology tools.)
- 7.3. Create a plan to address current and future technology needs to maintain a competitive advantage. Identify the learning management system, hardware, devices, and web-based resources needed to support the curriculum and instructional / learning needs.
- 7.4. Visit and study high schools (Catholic, private, and public) with best practice technology programs.
- 7.5. Create a student help desk to assist teachers and students. Provide these students opportunities to complete technology certifications to develop expertise and to share their knowledge.



## ATHLETICS & EXTRACURRICULAR ACTIVITIES

*St. John Paul II Catholic High School will enrich the whole student by cultivating intellectual, creative, physical, social, and spiritual development through sports, arts, clubs, academic teams, and other activities.*

### **GOAL #8:**

**Develop excellence in athletics and other extracurricular offerings.**

#### *Objectives*

- 8.1. Require students and parents to sign a “commitment to excellence” form for sports and extracurricular activities to set expectations for homework, GPA, practice attendance, handling overlapping commitments, etc. Institute a faith-based student-athlete character development program (e.g., Notre Dame’s Pray Like a Champion Program, Fellowship of Christian Athletes), and provide stipends for coaches to attend related trainings and/or conferences.
- 8.2. Review each activity, club, and sport and require each to present core values and a plan for excellence and viability.
- 8.3. Assist students involved with sports or other extracurricular activities with homework sessions that are structured, monitored, and supervised.

- 8.4. Improve communications between parents and coaches or club moderators.
- 8.5. Athletic Director will evaluate all coaches and provide them continual training on FHSAA regulations.
- 8.6. Showcase outstanding students in the newsletter and social media to recognize athletic accomplishments, the lead in a play, academic competition winners, etc.
- 8.7. Strengthen athletics, arts, and academic clubs through partnering with higher educational programs and community organizations.
- 8.8. Develop a cost-effective plan to meet the transportation needs of sports teams, academic teams, etc.

## GOAL #9:

### Improve school spirit, support, and marketing of athletics and other extracurricular offerings.

#### Objectives

- 9.1. Use SJPII newsletter and social media to promote events. Submit news stories to the Tallahassee Democrat and Tallahassee area magazines. Advertise arts, music, and drama events in the Council on Culture & Arts (COCA) newsletter and through other arts-related organizations. Engage and involve alumni to attend and support athletic and extracurricular programs.
- 9.2. Create a master calendar that displays all sports, fine arts and other school activities for both Trinity and SJPII. Strategically schedule events and extracurricular activities to avoid crossover and conflict. Identify key game(s) for Trinity Catholic and mobilize a group of SJPII students to attend in support.
- 9.3. Host summer sports and arts camps for middle school students with special outreach to Trinity.
- 9.4. Develop an effective cheerleading program: form a cheerleading squad, use Panther scream more at games and pep rallies, offer a pep rally for all sports, increase number of themed games, use the mascot, add a student section, and invest in spirit paraphernalia (e.g., Panther paws, etc.).
- 9.5. Compose a fight song, alma mater, and a short SJPII prayer to be prayed at games and school events. Allow students opportunities to provide input and to review options.
- 9.6. Consider developing a house system to improve school spirit. Set up a house or class competition to accumulate “Panther points” for attending games, performances, academic competitions, etc.
- 9.7. Host an annual extracurricular fair to highlight sports, arts, and club offerings.



## FACILITIES

*St. John Paul II Catholic High School will ensure a safe and a state-of-the-art learning environment that builds pride and ownership of the school, supports excellence in academics, athletics, and extra-curricular activities, projects an attractive image to the community, and clearly presents our Catholic identity.*

### **GOAL #10:**

**Develop a master plan that allows for growth, reflects our Catholic identity, provides state-of-the-art facilities, and maximizes the appeal and safety of campus.**

### *Objectives*

- 10.1. Invest in immediate incremental improvements to campus prioritized over the next two years and solicit/employ restricted fundraising to fund the improvements. Prioritize recommendations from campus security consultant.
- 10.2. Develop a revised master plan and a maintenance/replacement schedule. Plan for appropriate facilities and parking to accommodate a student body of over 200 students, including a “cafetorium” and improved fine arts facilities: classrooms, rehearsal/performance space, and proper storage.
- 10.3. Continue to improve the presence of “physical artifacts” reflecting our Catholic identity, beliefs, and core values.
- 10.4. Convert library into a 21st Century media center that also serves as an attractive afterschool social / homework space.
- 10.5. Improve appeal of campus with effective signage and an impressive entrance and lobby that reflects the Catholic and collegiate nature of the school. Enhance courtyard with landscaping, picnic tables or benches, and possibly a fountain.
- 10.6. Upgrade science labs to support innovative STEM initiatives.
- 10.7. Enhance athletic facilities with incremental improvements: Build a concession stand with public restrooms, announcers booth and equipment storage between the baseball and softball fields. Consider bleachers, electronic scoreboards, admissions/entry coral, softball field dugouts, repainting gym and dugouts with creative graphics, etc. Invest in a state-of-the-art weight room / fitness center to benefit student athletes as well as promote the health of all students. Upgrade locker rooms. Add side basketball hoops in gym to allow for two practice areas. Provide a life cycle / cost analysis of a gym wood floor. Engage Booster Club to focus on a specific facility enhancement project each year.
- 10.8. Explore need for and feasibility of additional and more robust athletics facilities (e.g., football stadium)

## MARKETING & ENROLLMENT

*St. John Paul II Catholic High School will improve external communications, self-promotion, and recruitment strategies in order to increase awareness of and interest in the mission, identity and value of a St. John Paul II Catholic High School education.*

### **GOAL #11:**

**Improve marketing of our school as faith-based and college preparatory to build awareness of our competitive advantage and foster support inside and outside the Greater Tallahassee area.**

#### *Objectives*

- 11.1. Develop a marketing plan to present a vision, core values, and consistent narrative emphasizing Catholic, college preparatory, whole child education, individualized attention, open to non-Catholics, and students' able to participate in wide range of activities. Continually improve branding (e.g., logos, website, T-shirts). Evaluate marketing strategies annually to ensure the best leveraging of resources.
- 11.2. Enhance digital media presence through a more effective website and social media outreach (Facebook, Twitter, Instagram). Develop a system to obtain a picture and caption of special moments in the classroom, field, stage, etc.
- 11.3. Develop cost-effective but comprehensive advertising strategies considering the following: Billboards, local signage (along capital circle and Southwood), print media, commercials (radio, local cable), Facebook, websites, and media stories highlighting student achievements.
- 11.4. Increase visibility in and engagement with Southwood residents through direct mailings, corporate sponsors, and local organizations.
- 11.5. Create a promotional video to present the benefits and strengths of the school, as well as the return on investment (college placement and scholarships). Include testimonials from a variety of constituents.

### **GOAL #12:**

**Improve engagement of prospective parents and students.**

#### *Objectives*

- 12.1. Form a Parent Ambassador Committee that will host prospective families for wine & cheese receptions in their homes, invite families to events, and assist with social media messaging.
- 12.2. Form a Student Ambassador Club to assist with outreach to Trinity Catholic, parishes, and other feeder sources, to lead tours during the Open Houses, and provide hospitality during shadow days.

- 12.3. Enhance the recruitment packet to include a professional brochure, fact sheet (noting comparisons to competitor schools), testimonials from students, parents, and alumni, and articulation of how the curriculum and other aspects of student life prepare for college and for life. Develop a complementary webpage targeting prospective parents and students.
- 12.4. Engage middle school religious education students and parents (grades 6-8) in Catholic and “high-church” Protestant parishes. Ensure a welcoming ecumenical environment for non-Catholic students. Invite students’ pastors (Catholic & non-Catholic) annually to campus for a warm and welcoming visit.
- 12.5. Offer shadow days targeting specific schools in addition to Trinity Catholic.
- 12.6. Require teachers and coaches to prepare brief presentations at Open House. Schedule a spirit-focused sporting event to coincide with Open House. Incentivize students to attend en masse.
- 12.7. Conduct a marketing blitz during Catholic Schools Week, including parent parish presentations.
- 12.8. Develop a Baptism Outreach Program with local parishes to send a note of congratulations to parents for their newborn’s baptism (and the annual anniversary). Include a “Future Panther” bib for alumni.
- 12.9. Mobilize a SJPII tutoring club to serve at Trinity Catholic’s Beyond the Bell program. Tutors will commit for the year in order to provide continuity and develop relationships with the Trinity students.
- 12.10. Strengthen outreach to Hispanic Catholic families. Identify a bilingual Hispanic parent to assist (i.e., Madrina Program). Provide application and registration forms and other key communications in Spanish.

### GOAL #13:

**Ensure a seamless process to enroll a new family  
and to retain them for four years.**

#### *Objectives*

- 13.1. Develop a best practice process to follow families from initial inquiry and visit through registration that tracks each inquiring family and emphasizes a welcoming spirit through warm follow up and follow through (e.g., ISPD Enrollment Funnel). Track and follow up with every visit through personal letters from SAC, students, parents, teachers, or alumni.
- 13.2. Provide an attractive packet for newly enrolled students to include: Class of \_\_\_ T-shirts, school magnet, statement of Catholic mission and identity, booster information, prayer card, transportation info, etc.
- 13.3. Offer online application and registration.

- 13.4. Maximize the use of the available buses and assist families to coordinate carpools and ride share information. Lobby the city government to provide a public busing route that stops near campus.
- 13.5. Present admissions test as a true determining factor for admissions, not just for course placement.
- 13.6. Improve outreach to SJPII parents with an annual satisfaction survey and a personal call from an SAC member each year.



## DEVELOPMENT & FUNDRAISING

*St. John Paul II Catholic High School will foster relationships with parents, alumni, organizations, and others who desire to give of their time, talent and treasure to support the school's mission and vision.*

### GOAL #14:

**Develop and cultivate lifelong stewards and strategic partners to support the mission of our school.**

#### *Objectives*

- 14.1. Purchase, develop and maintain a professional CRM database to track outreach with donors, alumni, former parents, grandparents, etc. Focus on building an up-to-date alumni contact database.
- 14.2. Develop an Alumni Association and a plan to engage alumni throughout the year (e.g., reunions).
- 14.3. Develop best practice processes to engage major donors, corporate sponsors, and foundations throughout Tallahassee, the Diocese, and the state. Identify mutual interests of these donors and engage them frequently with success stories regarding programs that match their interests. Develop a case statement articulating the impact and real value of the school, include stories of success and perseverance. Develop a major gifts wish list. Train SAC and other school leaders on effective donor engagement. Train teachers and students to showcase classroom and campus activities for donor visits.
- 14.4. Build upon current newsletter with an online school/alumni magazine highlighting school and alumni success stories in greater detail.
- 14.5. Publish an Annual Report to present major news, student achievements, budget summary, testimonials, fund results by class and corporate sponsors. Improve financial transparency through the Annual Report publishing major expense categories and delineating revenue sources including fundraising events, annual fund, Booster Club fundraising, and parish and diocesan subsidies.
- 14.6. Engage the specialized talents of parents and alumni who would be willing to assist the school.

- 14.7. Inform parents and alumni each year through various formats on the financial challenges of school (i.e., tuition vs. cost per pupil, the cost of continual improvements, etc.).t
- 14.8. Identify meaningful and mutually beneficial opportunities to partner with local businesses, non-profit organizations, college and university professors, and other local service providers.
- 14.9. Cultivate a culture of annual giving beginning with a tradition of a senior class gift to the school.

## GOAL #15:

### Develop a best practice advancement and fundraising plan and process.

#### *Objectives*

- 15.1. Coordinate all fundraising through the development office, including school leaders, Booster Club, etc.
- 15.2. Audit all fundraising efforts annually (costs, net profit, volunteer hours, etc.). Research best practices and develop a fundraising plan and schedule that optimizes people engagement, minimizes donor fatigue, and sustains ongoing stewardship.
- 15.3. Develop a best practice annual fund structure and process that includes committees and year-round outreach to targeted stakeholder groups (alumni, parishioners, past parents, businesses, etc.). Aim for 15% annual growth (in dollars and people) and 80% donor retention annually. Institute an annual fund phonathon. Upgrade annual fund packet to include letter from president, campaign prayer, quality brochure, intention card (gift of prayer, service, financial support), and return envelope.
- 15.4. Identify a grant writer in the Catholic community to help take advantage of grant opportunities.
- 15.5. Develop a tiered gift level system and communication process, including timely responses to major gifts, frequent expressions of gratitude, and periodic updates on the impact of their gift.
- 15.6. Create a process to recognize significant service and financial contributions to the school (e.g., a recognition dinner, public advertisement, special award, etc.
- 15.7. Identify points of leverage to drive fundraising such as matching grants, the new endowment fund, etc.).
- 15.8. Determine the appropriate timing and process to implement a capital campaign for upgrading existing facilities as well as for building new structures on campus.





Steps to set up the Implementation Process	Time Frame to Accomplish
<p><b>Step 1:</b> Communicate the Strategic Plan to the school community (within 1 month of completion of the plan).</p>	30 days
<p><b>Step 2:</b> Form an Implementation Task Force to oversee the implementation process.</p> <ul style="list-style-type: none"> <li>A. Consists of members of the School Advisory Council (SAC) and school administration.</li> <li>B. Identifies the objectives to implement during the 2016-2017 school year and assign to staff or Implementation Committees.</li> <li>C. Assembles Implementation Committees and review Implementation Committees' plans and progress.</li> </ul>	60 days
<p><b>Step 3:</b> Assemble Implementation Committees for major areas of the Plan.</p> <ul style="list-style-type: none"> <li>A. Co-chaired by Task Force members (SAC member and administrator)</li> <li>B. Members appointed based upon representation and relevant expertise for assigned objectives.</li> <li>C. Committees meet as needed to accomplish their objectives.</li> </ul>	90 days
<p><b>Step 4:</b> Implementation Committees review Year 1 objectives and develop a Plan to accomplish each objective.</p>	120 days
<p><b>Step 5:</b> Implementation Task Force reviews Committee Plans and recommends revisions to optimize collaboration and efficiencies.</p>	150 days
<p><b>Step 6:</b> Committees execute their plans (keeping record of progress). Co- chairs continually evaluate and report progress to the Task Force.</p>	180-365 days
<p><b>Step 7:</b> Implementation Task Force assesses Year 1 accomplishments, communicates progress to the school community, and determines Year 2 assignments.</p>	365 days

## STEERING COMMITTEE

\* Served during the 2015-2016 school year; \*\* Served during the summer 2016.

Michael Bell	John Godlewski	Mike McCarron
Tommy Bridges*	Margo Hall*	Liza McFadden
Kevin Coffey*	James Herzog	Gregory Monroe**
Mary Rose Dimarco	Michael Juhas	Diane Perez
Trini Dixon**	Allie Lattner**	Emily Serpico
Brett Ewing	Kristin Manos	Eric Thorn
Tim Fitzpatrick*	Fr. Roy Marien	Fr. Pete Zalewski

## PLANNING TEAMS

\* Designates Steering Committee members

### *Catholic Identity & Mission*

Mike McCarron\*  
Emily Serpico\*  
Frances Golabek  
Kelly Colangelo  
Sr. Veronica Marinari, ASCJ  
Cheryl Lattimer  
Coleen Birch  
Michele Murtha  
Anne Elizabeth Williams;  
Fr. Tim Holeda  
Fr. Anderson Luis De Souza,  
SVD

### *Academic Excellence*

Tommy Bridges\*  
Liza McFadden\*  
Margo Hall\*  
Robin Fennema  
Bob Patterson  
Donna Calloway  
Elaine Rudd  
Jackie Bist  
Richard O'Leary  
Mary Laura Bragg  
Trini Dixon\*  
Jennifer Bessey  
Amanda Thompson  
Peter Klekamp  
Joe Travis  
Vince Verges  
Mary Camp  
Matt Walker

### *Facilities*

Kevin Coffey\*  
Eric Thorn\*  
Scott Cannard  
Rob Bennett  
Michael Pearson  
Capt. Jimmy Williams  
Leah O'Connor  
Bryan Goodwin  
Frank Serpico  
Austin Mall  
Karen Koelemij

### *Marketing & Enrollment*

Mary Rose Dimarco\*  
Fr. Pete Zalewski\*  
Debbie Kelly  
Kathryn Travis  
Christopher Emmanuel  
Allie Lattner\*  
Danielle Witherington

### *Development & Fundraising*

Michael Bell\*  
John Godlewski\*  
Diane Perez\*  
Patricia Young  
Brett Ewing\*  
Dianne Conroy  
Mary Goble  
John Kennedy  
Chris Bryant  
Tim Lattner  
Christine Lucas

### *Athletics &*

### *Extracurricular Activities*

Kristin Manos\*  
James Herzog\*  
Titus Nixon  
Kim Loebig  
Brad Copenhaver  
Sr. Colleen Mattingly, ASCJ  
Josh Whittaker  
Tim Kelly  
Chris Stavres  
Ken Silvestri

### *Instructional Technology*

Tim Fitzpatrick\*  
Chuck Robinson  
Eric Laywell  
Cedric Jones  
Joanna Copenhaver  
Kay Stephenson  
Traci Janicki  
Melissa Hollis  
Kevin Bist  
Victoria Zepp  
Sara Dickson  
Celeste Durand  
Dolores Noechel

# BOLDLY FORWARD IN THE SPIRIT!

*“Our vision is clear: our Catholic schools are a vital part of the teaching mission of the Church. The challenges ahead are many, but our spirit and will to succeed are strong... We must respond to challenging times with faith, vision, and the will to succeed because the Catholic school’s mission is vital to the future of our young people, our nation, and most especially our Church.”*

~ United States Conference of Catholic Bishops (2005).

To schedule a tour, become involved, support one of these initiatives, or for more information, contact:

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