



Holy Spirit Catholic School

STRATEGIC PLAN 2021

STEERING COMMITTEE

- Amber Kramer Co-Chairperson, Board Member
- Richard Copsey Co-Chairperson
- Linda Marcos HSCS Educator
- Alice Paul Retired Educator, Board Member
- Dr. Angie Spann HSCS Principal

CORE TEAMS:

ADMINISTRATION

- Chairperson - David Tate, Director of Community Relations
- Gordon Max Mickelson, Business Owner
- Sheila Hill, HSCS Educator
- Amber Kramer, Business Owner, Board Member

EXCELLENCE IN ACADEMICS & FAITH FORMATION

- Chairperson - LeeAnn O'Farrell, Retired Educator
- Jan Allais, Retired Educator
- Joy Christian, Retired Educator

OPERATIONAL VITALITY

- Chairperson - Jonathon Lamb, CPA
- Lauren Reese, CPA
- Scott Sager, CPA

MARKETING

- Co-Chairperson - David Arambel, Marketing Specialist
- Co-Chairperson - Kaylee Hughes, Marketing Specialist

FACILITIES

- Chairperson - Gabe Bustos, Business Owner
- David Johnson, Engineer
- Richard Copsey, Electrical Instrumentation Technician

TECHNOLOGY

- Chairperson - David Halter, Information Technology Specialist
- Jennifer Miller, HSCS Educator



HOLY SPIRIT CATHOLIC SCHOOL
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MISSION

Holy Spirit Catholic School provides a safe, nurturing environment for children Pre-K-Sixth Grade by continuing to foster each child's unique intellectual, moral, social, emotional and physical development. Through a cooperative partnership with our families and community — HSCS strives to offer the highest quality Catholic education with an emphasis on faith formation and service to others based on Gospel Values — allowing students to succeed academically and socially as they continue on in their education and life journeys.



OVERVIEW OF THE PLANNING AREAS

- The Administration plan includes hiring a principal, monitoring the enrollment growth of the school, and systematically gathering data that can be utilized to improve retention of students through the sixth grade.
- The Excellence in Academics & Faith Formation plan focuses on enhancing the current curriculum to ensure rigorous, relevant, and research-based curriculum—in particular reading, writing and math that is infused with Catholic faith and traditions.
- The Operational Vitality's objective is to maintain, grow and create revenue streams, and to invest in expense/assets that provide a quality Catholic education for the students enrolled.
- The Marketing plan concentrates on creating a demand for educational services that the school provides, improving the visibility of HSCS in southwest Wyoming and increasing funding and operational vitality.

...the highest quality Catholic education with an emphasis on faith formation and service to others based on Gospel Values...



- The Facilities plan is designed to identify current repairs and sanitation requirements and to create a list of capital projects that are needed in the future.
- The Technology plan calls for upgrades to the communication infrastructure of the school, as well as ensuring that the computers and software are well maintained.

The overall costs associated with implementing the strategic plan are reasonable. Over the course of the three years that encompass the plan, an estimated \$270,000-\$300,000 is required to achieve the goals.

The outcome will be that Holy Spirit Catholic School, firmly rooted in the Catholic faith and traditions, will be further strengthened, becoming a viable option and beacon of excellence throughout southwest Wyoming.

VISION

Holy Spirit Catholic School will be recognized as a beacon of excellence, attracting positive attention in Catholic education throughout Southwest Wyoming. We are anchored in faith and moral development, empowering our students (Pre-Kindergarten-6th grade) with the tools necessary to provide a solid foundation for success in a global society.

GOALS

ADMINISTRATION

- Hire a full-time principal for the administration of the school.
- Retain students in the school. The goal is to retain 80% per year.

EXCELLENCE IN ACADEMICS & FAITH FORMATION

- Identify areas of weakness in reading, writing and math, find ways to enhance teaching practices, and locate supplemental materials if needed.
- Use the National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools to assess the school's performance in two of its Mission and Catholic Identify standards. The standards are:
 - **Standard 2:** An excellent Catholic school adhering to mission provides a rigorous academic program for religious studies and catechesis in the Catholic faith, set within a total academic curriculum that integrates faith, culture, and life.
 - **Standard 3:** An excellent Catholic school adhering to mission provides opportunities outside the classroom for student faith formation, participation in liturgical and communal prayer, and action in service of social justice.
- Based on the assessment identify key areas for school improvement.

OPERATIONAL VITALITY

- Ensure that HSCS is investing the revenues generated into the proper expenses and assets.
- Grow the tuition revenue for HSCS around 3% each year.
- Increase the fundraising revenues for Holy Spirit Catholic School by creating at least two additional advancement (i.e. annual campaign) and fundraising revenues.

MARKETING

- Target parish families to increase enrollment by 10% annually.
- Increase awareness in the community that HSCS is an excellent option for a high-quality education but much more...HSCS provides the highest quality education within a faith-based environment through the following strategies:

- Campaigns in at least 6 local internet news sources are needed.
- At least 6 Banners/Billboards throughout the community will be in place.
- Strategic community ads will be published in at least 6 magazines or publications.
- Information will be given by at least 12 real estate agents.
- Mailing flyers will be developed to disseminate to at least 200 strategic families.
- Increase "Elevator" or "Water Cooler" talk in the community by 100%.
- 500 informational flyers will be distributed to new families moving in through recruiting sources, doctors, college professionals, etc. (flyers made for recruiting packages).

FACILITIES

- Improve the overall facilities management to ensure cleanliness and safety for faculty, staff and students needed for the delivery of the educational program.
- Create a maintenance plan for the interior of the school facility.
- Develop a list for larger capital projects as well as upgrades to the facility.

TECHNOLOGY

- Upgrade the school's outdated technology by replacing one third of its technology each year.
- Update, replace as well as increase the network cabling in the school to enable future growth and technologies.
 - In the short term (summer 2021), install new Ethernet cabling for wireless access points at strategic locations in the building.
 - In the long term (within 3 years), remove all older network cabling, and install new network drops in each classroom. Leave enough cable "storage" in the drop ceiling to make it easier to relocate drops on different walls in the room.
- Provide consistency and centralized management of technology in the school, for example, require teachers and staff to use a school provided email service, create a local administrator account, establish a team to manage the technology and hire a part-time IT person.