



St. Benedict School



4811 Wallingford Avenue North
Seattle, WA 98103
206.633.3375
<http://www.stbens.net> (Website)

St. Benedict School Five Year Plan

2006-2011



St. Benedict School

Introduction

St. Benedict School is a Catholic School dedicated to providing a Catholic education to the children of St. Benedict Parish and surrounding community.

Mission Statement

St. Benedict School is a Catholic school that nurtures the individual, fosters intellectual curiosity, encourages spiritual and personal growth, supports loving relationships, and promotes caring service to the community.

St. Benedict School History

St. Benedict Parish was founded 1906 with a Benedictine monk as the first pastor. The original St. Benedict Church was constructed in 1907.

The first classes at St. Benedict School began in September of 1908, staffed by two sisters of the Dominican Sisters of Edmonds, Washington; classes took place in the basement of the church.

In 1909, the Benedictines relinquished the responsibility for the parish. In 1910, Fr. Eugene A. Dorgan, OMI, a Missionary Oblate of Mary Immaculate, became the pastor. The parish remained in Oblate hands until 2002 when the Archdiocese of Seattle assumed responsibility for St. Benedict Parish after the Oblates left. Father Steve Sallis, an archdiocesan priest, became the pastor.

The current school building, built in 1924, has a long history of educating children who live in St. Benedict Parish, the Wallingford neighborhood and beyond.

As St. Benedict School begins its second century of service, this Five Year Plan will

be one way to achieve the mission for which the school was founded: to prepare and train young people to be leaders in their church and community.

Long Range Plan Process

St. Benedict School established a long range planning process under the leadership of former principal, Dr. Fred McCarthy, in 1999. The five-year plan that emerged from that process was a success; almost all of the goals were met during the five-year period. The success of the initial plan and the desire to continue the improvement of St. Benedict School led the School Commission to recommend that a new five-year plan be developed upon the expiration of the 1999 plan.

The first accreditation self study was conducted under Dr. Fred McCarthy, principal, during the 2001-2002 school year with the on-site visit in 2003. A five year plan for accreditation was created and supported by the Accreditation Visiting Team. This Five year plan noted areas of strength and areas for growth. The Accreditation Visiting Team noted the "Key Issues for Growth":

1. Implementation of Student Learning Expectations (SLE's) for lesson planning and assessment.
2. Continue to encourage staff development focused on student learning, aligned with the SLE's and based on data from assessments.
3. Alignment of report cards with SLE's prior to computerization of reporting systems.
4. Address the needs of individual students and their learning styles, especially the highly capable.
5. Develop more localized curriculum standards based on the Archdiocesan guidelines and the Washington State



St. Benedict School

Essential Academic Learning Requirements.

6. Counseling services should be provided on a regular basis by a licensed professional.
7. Implementation of procedures to assure active supervision of students, at all times, when they are outside the building or play area.

The accreditation “Key Issues for Growth” continue to guide this Five Year Plan.

On February 5, 2005, over 130 parents, teachers, staff and parishioners of St. Benedict met to identify ideas for the future success of the school. Leigh Stringfellow of the Archdiocese of Seattle facilitated the meeting. The information gathered during this meeting was organized and given to five task forces: Finance, Marketing and Development, Staffing, Academics and Facilities.

During the spring of 2005, the task forces met under the guidance of the steering committee and developed the goals for their area of focus. Each task force created and executed a plan for accomplishing the recommendations designated for each year. A clear goal statement was written with measurable outcomes, time lines, resources needed, leadership and a reflection/evaluation process. The task forces produced preliminary recommendations, which were approved by the School Commission on May 18, 2005.

During the 2005-2006 school year, the school commission and Geri Hamai,

principal, reviewed the recommendations that had been approved in May, 2005. After months of clarification and revision, the School Commission approved the current Five Year Plan on June 1, 2006. Father Steve Sallis, pastor, and Geri Hamai, principal, accepted the School Commission’s approval of this plan.



Academics – Curriculum

St. Benedict School strives to have a vision for the 21st century while maintaining and improving excellence in the curriculum. In this way, St. Benedict School will continue to offer a challenging and rigorous learning experience for all of its students.

St. Benedict School is committed to ensuring students are well prepared for high school, are confident in themselves as learners, and have skill and faith to be positive contributors in the Church and in society at large.

Recommendations:

Year One Goals

1. Invest in staff development to strengthen the instruction of writing.
2. Create a plan to improve Spanish language instruction throughout all grades.
3. Utilize the educational resources available in the science community to enhance science instruction.

Year Two Goals

1. Structure staff collaboration and staff development to build teaching skills in the differentiation of instruction.
2. Create a point of contact and procedures for identifying special needs students.
3. Facilitate parent Faith Formation.
4. Research the expansion of the Pre-K program.

5. Monitor and evaluate Spanish language instruction throughout all grades.
6. Expand Math Club to lower grades.

Year Three Goals

1. Research outstanding writing curriculum.
2. Develop assessment for religion standards.
3. Provide staff development for hands-on, inquiry-based science instruction.
4. Expand Pre-K program.
5. Monitor and evaluate Spanish language instruction throughout all grades.

Year Four Goals

1. Increase integration of faith values into the core curriculum.
2. Offer opportunities for teachers to share skills and teaching practices.
3. Monitor and evaluate Spanish language instruction throughout all grades.

Year Five Goals

1. Strengthen Catholic identity with Faith Formation model school-wide.
2. Begin self-study data analysis.
3. Monitor and evaluate Spanish language instruction throughout all grades.



Staffing

St. Benedict School strives to support and develop the skills and talents of its faculty in order to ensure effective teaching takes place in every classroom.

This staffing plan sets objectives to promote the ideals of Catholic school education: To know God's love, to contribute to building community at school and in the parish, and to address social justice issues with compassion and understanding.

Recommendations:

Year One Goals

1. Collaborate with educators in the North Deanery to promote Catholic school education.
2. Commit to maintaining staff salary at 95% of Seattle Public Schools' previous year's salary schedule.

Year Two Goals

1. Highlight student and staff accomplishments regularly.
2. Investigate varying staffing models beneficial to small Catholic schools.

Year Three Goals

1. Collaborate with K-8 Catholic schools in the North Deanery to exchange successful teaching strategies.
2. Provide faculty with multiple modes of communication with the principal in order to foster frequent

opportunities for input, feedback and evaluation.

Year Four Goals

1. Develop a strategy to recruit and retain Catholic school educators.

Year Five Goals

1. Strengthen Catholic identity among staff and faculty.



Marketing and Development

The future financial stability of St. Benedict School is dependent upon the success of a Development Plan which fosters a positive public relations message about the school.

These Marketing and Development goals nurture community goodwill to support student achievement, teachers, parish, school families, alumni, neighbors and businesses.

Recommendations:

Year One Goals

1. Establish an ongoing Marketing and Development Committee.
2. Document procedures and systems; document the database.
3. Develop strong relationships with area preschools and K-8 schools.
4. Track volunteer hours.
5. Track alumni outcomes.

Year Two Goals

1. Expand grass-roots marketing plan.
2. Link alumni to school activities.
3. Maintain improvements to the school website.
4. Market and promote unique and successful academic programs and strategies.
5. Initiate a demographic and marketing research plan.

Year Three Goals

1. Begin branding process.
2. Evaluate school mission statement.

3. Expand grass-roots marketing plan.
4. Increase enrollment through stewardship in the community.

Year Four Goals

1. Create a plan to ensure Marketing and Development continuity.
2. Implement branding school-wide.
3. Align Development goals with finance goals and requirements.
4. Identify and leverage development opportunities within school activities.

Year Five Goals

1. Assess the recruitment process for Kindergarten – Grade 8.
2. Sustain marketing efforts of Years 1-4.



Technology

In support of delivering an outstanding 21st Century education to our students, the importance of technology as an enabler to this vision is recognized. Additionally, we expect our students to possess technology skills which will enable their academic and creative success in high school and beyond.

St. Benedict School strives to:

- Provide staff and students with the skills and access to productively use information technology.
- Provide integration of technology use into the regular classroom.
- Efficiently and effectively provide wider instructional opportunities for students in the classroom through the use of technology.

Recommendations:

Year One Goals

1. Establish a St. Benedict School Technology Committee to design and maintain a comprehensive technology plan.
2. Inventory current information technology infrastructure.
3. Establish a funding strategy that ensures adequate support for training and infrastructure.
4. Establish plan and provide opportunities for staff development in technology.
5. Ensure grade level technology activities are planned and underway.

Year Two Goals

1. Establish funding for upgrades of technology.
2. Continue to explore new methods and strategies for integrating technology into the curriculum.
3. Provide teacher training.

Year Three Goals

1. Create a better site for the television studio.
2. Continue to update and execute Technology Plan.

Year Four Goals

1. Continue to update and execute Technology Plan.

Year Five Goals

1. Assess technology program and progress to date.
2. Plan for future technology goals.



Facilities

St. Benedict School needs appropriate, serviceable facilities to achieve its mission. Basic facilities and equipment must be maintained properly. St. Benedict is committed to upgrading and expanding its facilities and equipment.

Recommendations

Year One Goals

1. Install signage in front of school.
2. Re-surface and re-stripe the playground.
3. Complete inventory of building and grounds.
4. Begin plan for maintenance and improvements.

Year Two Goals

1. Research better use of classroom space.
2. Plan to purchase new classroom furniture.
3. Follow-through with necessary maintenance and improvements.

Year Three Goals

1. Improve exterior landscaping, lighting and parking lot.
2. Maintain and enhance existing lawn.
3. Research building a sports facility or gym.

Year Four Goals

1. Upgrade heating and ventilation system.

2. Continue necessary maintenance and improvements.

Year Five Goals

1. Complete inventory of building and grounds.
2. Reflect and evaluate progress.



Finance

The finance committee identifies needs and goals for the long term financial health of St. Benedict School. The committee assists the principal and School commission in monitoring the school budget.

Recommendations:

Year One Goals

1. Establish a written process to screen, approve and schedule fundraising activities.
2. Plan a strategy for tuition and fees to cover an additional 5% of salary and benefits for teachers and school staff.
3. Establish a plan to hold 20% of school fundraising proceeds for the following year's budget.
4. Define and publish requirements and obligations for obtaining in-parish tuition rate.
5. Examine adequacy of library resources budget.

Year Two Goals

1. Plan and implement an annual financial plan presentation.
2. Plan to increase endowment fund by 1% annually.
3. Plan for tuition and fees to cover an additional 5% of salary and benefits.
4. Plan to retain 40% of school fundraising for the following year's budget.

Year Three Goals

1. Plan for tuition and fees to cover an additional 5% of salary and benefits.
2. Increase endowment fund by 1% compounded annually.
3. Create partnerships with other schools to offset costs.
4. Plan to retain 60% of school fundraising for the following year's budget.

Year Four Goals

1. Plan for tuition and fees to cover an additional 5% of salary and benefits.
2. Increase endowment by 1% compounded annually.
3. Plan to retain 80% of school fundraising proceeds for the following year's budget.

Year Five Goals

1. Plan for tuition and fees to cover 100% of salary and benefits.
2. Increase endowment funds by 1% compounded annually.
3. Retain 100% of school fundraising proceeds for the following year's budget.



St. Benedict School

Five Year Plan Contributors

Steering Committee

Lovie Bernardi, Chair
Tonya Cabral
Jim Larkin
Nilesh Nath
Katie Omri
Fr. Steve Sallis
Marta Scatena

Special thanks to Leigh Stringfellow,
Archdiocesan Assistant Director for
Leadership Services

Finance Task Force

Tonya Cabral, Chair
Monique Kirkmire, Secretary
Greg Lissy
Ginger Oldham
Joe Small

Special thanks to Ed Williams,
Archdiocesan Director of Parish
Financial Services

Marketing & Development Task Force

Jim Larkin, Chair
Joe Barron
Kathie Bowie
Brett Omri
Jim Griffin
Cecil Hughey
Mark Langer
Liz McQueen
Kris Murphy
Susie Sandberg
Suzanne Schulte

Special thanks to Karl Kaluza,
Archdiocesan Marketing Specialist for
Schools

Staffing Task Force

Katie Omri, chair
Katie Beyer
Martha DiRienzo
Catherine Larkin
Susan Lisi
Debbie Udycz

Academics Task Force

Marta Scatena, Chair
Lisa Dyson-Meighan
Joan Ellering-Olwell
Janel London
Tom Ostrom
Connie Rowe
Barbara Ruzzo
Beth Pearson

Special thanks to Polly Skinner, Head of
School, Villa Academy



St. Benedict School

Facilities Task Force

Nilesh Nath, Chair
Gerald Pickford
Bob Toepfer

Special thanks to Dr. Fred McCarthy,
and Cecil Hughey, St. Benedict School
Development Director

Technology Ad Hoc Committee

Connie Rowe
Lovie Bernardi

Special thanks to Gerald Pickford

2005-2006 School Commission

Fr. Steve Sallis, Pastor
Ms. Geri Hamai, Principal
Katie Geraghty
Kathy Hunt
Megan Johnson
Kris Murphy, Chairperson
Sr. Andrea Nenzel, CSJP
Katie Omri
Marta Scatena