

Blanchet Catholic School Five-Year Strategic Plan 2006



Blanchet Catholic School

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Introduction

In February 2006, Blanchet Catholic School's Board of Directors approved a Strategic Five-Year Plan. This plan is a culmination of an intensive, six month process that involved numerous gatherings of parents, faculty and staff, students and key leaders in the community who helped assess the school's activities and programs.

Blanchet's Strategic Five-Year Plan outlines eight key areas: mission, vision and faith formation; program & curriculum; facilities; marketing & public relations; development; human resources; finance; and board development, in which the school will focus its efforts in years to come.

During this planning process, the Board reviewed Blanchet's Strategic Five-Year Plan that was adopted in 2001. The school made significant progress in reaching many of the objectives outlined in the school's first strategic plan including making fine and performing arts a school priority, building a quality performing arts facility, developing a website, and increasing the number of private donors and dollars.

In addition, the school achieved several other milestones during 2001-2006 including completing a successful \$1.4 million capital campaign, building a new multipurpose center and lobby, and paying off the mortgage on its facility and campus.

If you have questions about the plan's content or would like to donate resources towards helping accomplish its objectives, please contact President Charles E. Lee at 503-391-2639 or email charleslee@blanchetcatholicschool.com.



2005-2006 Board of Directors

Executive Committee

Kevin L. Mannix, Chair
Lowell Smith, Vice-Chair
Doug Weathers, Treasurer
Donna Garaventa
Patti Milne

Kevin Graine, Student Body President
Glenda Anderson
Paul De Muniz
Elizabeth Vargas Duncan
Gary Epping
James S. Kreitzberg, Ex-Officio
Ron Ped
Fr. Charles Taaffe
Theresa Taaffe

Faculty & Staff

Administration

Charles E. Lee, President
Robert G. Weber, Principal
Carlton Wise, HS Vice Principal
Marsha Lyons, MH Vice Principal
Ron Miller, Facilities & Athletic Dir.
Jim Prinslow, Counselor

Staff

Joan Estes, Athletics/Development
Susie Francois, Office Manager
Mary Hollinger, Business Manager
Brandy O'Bannon, Development
Filo Ortega, Custodial
Diane Schindler, Receptionist
Jean Shrull, Special Events

Faculty

John Andreas, MH History
Mary Angove, MH English/French
Sherrie Bashaw, PE & Health
Laurie Bates, Music & MH Drama
William Brooks, Honors English
Dave Haggerty, Math
Mary Heintzman, Art
Camas Kakuk, Biology
Stan Kramer, Global Affairs
Mark McCormick, MH Religion
Kathy Motyka, Religion
Tina Pearson, PE & Health
Kasey Roberts, English & Drama
William Roberts, HS History
Barb Schreiber, Calculus
David Shultz, Science
Mary Snyder, English & Journalism
Heather Woodward, HS English
Danielle Wise, Science & Religion
Olga Walmisley-Santiago, Spanish

Board Development

The Board of Directors of Blanchet Catholic School will combine its talents, skills, financial capacity, and other resources to lead and support Blanchet in achieving the strategic directions, goals and objectives of the strategic plan.

Objectives:

1. *Evaluation.* Evaluate its performance and identify needed talents, skills, financial capacity and other resources annually.
2. *Structure.* Determine if additional board members are needed to provide the full complement of talents, skills, financial capacity, fundraising capacity, and other resources required in the coming five years.
3. *Job descriptions.* Review current job descriptions and determine whether and how these descriptions should be updated to reflect new, changed, or expanded expectations inherent in the new strategic plan.
4. *Retreat.* Develop tradition of annual retreat to address pertinent continuing education topics.

Finance

As a responsible steward, Blanchet Catholic School will adopt a balanced budget approach to managing its resources and expenditures. It will balance the sources of revenue in their various forms to the prioritized and planned expenditures. This will be accomplished by continuously monitoring, highlighting and modeling the sources and uses of funds over the short and long term.

Objectives:

1. *'Rainy day' reserve.* Create a reserve fund for emergencies that equals one month's worth of expenses, approximately \$200,000.
2. *Financial planning.* Provide timely financial reports that will be monitored in order to manage income and expenses. Monitor the impact of varying enrollment on income and expenses to assist board and staff in budgeting and planning.
3. *Financial assistance.* Make every reasonable effort to ensure that no student will be denied an education due to inability to pay. Create new systems to adequately fund financial assistance and grow the endowment to provide financial assistance funds for the future.

Mission Statement

Blanchet Catholic School provides a comprehensive academic education that enables students to grow toward maturity in Christ; be challenged by an academically rigorous curriculum; contribute to the enrichment of society; and participate in the Traditions of the Catholic Church.

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History & Accomplishments

Blanchet Catholic School was founded in 1995. The school provides a rigorous college preparatory curriculum for students in grades 7-12. Enrollment in 2005-2006 was 335 students, the largest in school history. Students from throughout the Mid-Valley attend Blanchet.

The school has earned a positive reputation throughout the community for its tradition of academic excellence and quality programs.

Academic achievements include:

- Fifteen students who have been honored by the prestigious National Merit scholarship organization since 1995.
- The Class of 2005 earned an amazing \$1.4 million in scholarship funds.
- Students consistently score 150 points higher than local and national averages on the SAT.

Strategic Plan

Mission, Vision & Faith Formation

Blanchet Catholic School is a unique, faith-centered community that integrates thinking and believing in ways that encourage intellectual growth, nurture faith and inspire action. Blanchet actively participates in the church's mission to build faith communities, celebrate through worship and serve others.

Objectives:

1. *Archdiocesan requirements.* Maintain its status as a Catholic school by meeting Archdiocesan requirements.
2. *Ecumenical tradition.* Carry forward the Catholic ecumenical tradition by fostering an environment that is respectful of other religions, welcoming of non-Catholics who wish to participate, and affirming of the dignity of all persons within the school community.
3. *Expectations.* Assure respect for the Catholic nature of our school by making this expectation clear at the time staff and students are recruited.
4. *Faith formation.* Emphasize the importance of faith formation among faculty and staff by including it as an essential element of professional training and development programs. Emphasize the importance of faith formation among students by creating supportive and challenging opportunities to put faith into active service to others.
6. *Prayer.* Emphasize prayer as an essential element of its academic program, extracurricular activities, liturgies, retreats, and in the sacrament of reconciliation and the celebration of Eucharist.

Human Resources

Blanchet Catholic School will maintain an outstanding working environment for its employees and foster a school community in which teachers and staff perform in their individual and collective roles more as a ministry than merely a job.

Objectives:

1. *Compensation.* Provide salaries and benefits that are fair and competitive and that rank in the upper 50% for private and Catholic schools in the mid-Willamette Valley. Increase faculty and staff salary schedule across the board by five percent over five years.
2. *Staffing.* Hire additional faculty and staff members to alleviate strain on current employees and to better serve students and parents.
3. *Work environment.* Develop strategies to relieve strain on faculty and staff and provide fringe benefits. Offer a working and learning environment that attracts and retains talented, well-qualified and respected employees.
4. *Job descriptions.* Review job descriptions for administrators and staff. Consider separating the jobs of Athletic Director & Facilities Director.
5. *Prep periods.* Investigate opportunities to provide more prep time for faculty.
6. *Professional development.* Provide additional funds for professional and continuing education for faculty and staff.

Development

Blanchet Catholic School will build a stable resource base, secure the resources for new initiatives and capital improvements, and develop new sources of scholarship funding to assist Blanchet in attracting and retaining students of all income levels. The school will develop and expand its private donor base and programs that offer donors a variety of ways to give, including programs in major and planned gifts, and foundation and corporate relations.

Objectives:

1. *Endowment.* Annually increase the school's endowment to help establish a stable funding base.
2. *Donors.* Annually increase the number of private donors and dollars raised.
3. *Planning.* Create an integrated plan for development, admissions and marketing.
4. *Database management.* Invest in training to fully utilize the school's existing donor database or explore different software programs that offer additional features that would integrate other databases currently in use at Blanchet.
5. *Financial assistance.* Develop new strategies to fund financial assistance, such as a Legacy club.

Program & Curriculum

Blanchet Catholic School is committed to excellence and development of each student's full potential. Blanchet believes that parents are the primary educators of youth, and works in partnership with parents to foster the intellectual, spiritual and social development of students through a high-quality, college-preparatory learning program.

Objectives:

1. *Curriculum.* Increase the number of classes offered within core subject areas and the number and variety of electives offered to students. Review curriculum and ensure that we are offering a wide assortment of classes that will challenge our students, prepare them for the future and expose them to new ideas and interests.
2. *Foreign language.* Review curriculum and explore the possibility of adding an additional foreign language option for students.
3. *Information technology.* Increase the use of technology in and outside of the classroom to prepare students for college and the workplace. Invest in resources to accomplish this objective.
4. *Performing and fine arts.* Continue to enhance fine arts offerings. Increase student participation in music programs.
5. *Class size.* Maintain a small teacher to student ratio (less than 25:1) in all classes to ensure quality of programs and enable teachers and students to excel.
6. *School structure.* Continue to advocate and plan for a sixth grade program.
7. *Service.* Evaluate student service (volunteer) program. Provide clear expectations and publicize volunteer opportunities.
8. *Accreditation.* Undergo a self-study as part of the accreditation process and make changes where necessary.
9. *Parents.* Provide workshops and continuing education opportunities for parents.

Facilities

Blanchet Catholic School will make the best, most responsible use of all available site and facility resources by planning for, and acting to meet, anticipated growth in enrollment, new curricular and extra-curricular needs, and the costs of ongoing maintenance and replacement.

Objectives:

1. *Restrooms.* Upgrade and remodel restrooms throughout the facility.
2. *Set enrollment benchmark of 390 students.* Update the site and facility plan to anticipate this growth.
3. *Update and maintain facility.* Update facility, including replacing carpet and windows where appropriate, to provide a more modern learning environment for students and a pleasing experience for visitors. Catch up on deferred maintenance to protect integrity of the school's investment and reduce future expenses. Remodel kitchen for special event and lunchroom use.
4. *Wiegand Arts Center.* Complete Wiegand Arts Center renovations, including new carpeting, seating, acoustical treatment and renovation of restrooms.
5. *Transportation.* Invest in additional vehicles to transport students to and from athletic contests, field trips and extra-curricular activities.
6. *Athletic facilities.* Improve and update athletic facilities including developing a timeline and plan for adding new locker rooms.

Marketing & Public Relations

Blanchet Catholic School will communicate its mission, vision and image clearly and regularly, using the most effective means to reach identified audiences. Marketing will focus on the successes achieved by the school.

Objectives:

1. *Develop Blanchet's 'brand.'* Invest in resources to craft a marketing strategy that will enable Blanchet to make the best choices in donor acquisition, marketing, public relations and outreach, and make Blanchet a commonly recognized name.
2. *Strengthen relationships with key stakeholders.* Develop programs to cultivate relationships with Blanchet alumni and alumni of Sacred Heart and Serra Catholic, as well as with grandparents and alumni parents.
3. *Relationships with grade schools.* Improve Catholic elementary school identity and loyalty with Blanchet.
4. *Admissions program.* Formalize admissions process and develop a plan for student recruitment and retention.