



*Pursuing Excellence within the Catholic Tradition*

**FINAL UPDATE  
TO THE  
2005 ACTION PLAN**

**ACTION PLAN # 1**

Desired Results: Social Responsibility

Goal Statement: Students will take responsibility by acting ethically, showing respect, demonstrating global and environmental sensitivity and acting as responsible citizens

<b>Action Steps</b>	<b>TIMELINE</b>	<b>Comments</b>	<b>PERSON(S) RESPONSIBLE</b>
Create a student/peer review board to establish a school-wide honor code emphasizing ethical actions at all times	Completed		Student volunteers, Advisor for National Honor Society, Principal, Dean of Students
Begin using honor code and elect members of student review-board	Modified, Completed	Review-board idea deleted due to concerns over confidentiality. Honor code in use.	Students selected as responsible leaders with workshop training, Principal, NHS Advisor, Dean of Students
Students will design various methods for promulgating the new honor code throughout school	Completed All students read and sign off on the honor code each year.		Student Government Officers NHS volunteers Assistant Principals
Organize SACS student leadership participation	Ongoing	Students are included, when appropriate, in SACS committee work. Focus groups involving students are set up on an ad-hoc basis. Students are invited to find ways to help the school to communicate and live out its mission and vision.	Assistant Principal for Instruction, SACS committee chairs.
Reorganize & continue to implement school-wide recycling program started in 2004 Promote recycling	Modified	Recycling costs at new facility under investigation. Will only be possible if the cost is not prohibitive.	Assistant Principal for Operations and Student Life

**ACTION PLAN # 2**

**Desired Results: COMMUNICATIONS SKILLS**

**Goal Statement: Students will integrate the use of a variety of communication forms and use a wider range of communication skills**

<b>Action Steps</b>	<b>TIMELINE</b>	<b>Comments</b>	<b>PERSON(S) RESPONSIBLE</b>
Continue strong English curriculum using Baker’s Dirty Dozen instrument	Ongoing	English faculty and all other departments will continue to stress correct writing and speaking at an appropriate college skills level. Each semester the instrument called “Baker’s Dirty Dozen” will be distributed, as needed, to students. <b>See new action plan for 2010 regarding writing skills.</b>	Assistant Principal for Instruction and Department chairs.
Encourage all departments to incorporate variety of assessments and instructions to help students engage and communicate more effectively	Ongoing	Classroom walkthrough data will be used to prompt discussions on effective instruction. Classroom walkthrough data will also be used to tailor professional development offerings. Teachers are asked to consider alternatives to paper and pencil tests whenever such an alternative will be a valid measure of student performance. Teachers indicate that project-based learning is going on in many classrooms.	Principal, Assistant Principal for Instruction, Department Chairs.
Schedule planning day faculty meetings during which one half of meeting devoted to department meetings, the other half to whole faculty discussing and planning together	Modified, Complete	Weekly faculty development time is now permanently scheduled on Wednesdays. SACS, department meetings, and professional development are the main uses of this time.	Assistant Principal for Instruction, Department Chairs, SACS committee chairs.
Increase student participation in fairs, i.e. science, social studies, arts, foreign language.	Ongoing	Students are encouraged to participate in fairs as offered by the county school system and others. We currently participate in Science and Social Studies fairs. Students of the fine arts exhibit their work at local venues.	Department Chairs

**ACTION PLAN # 2 COMMUNICATION SKILLS (continued)**

<b>Action Steps</b>	<b>TIMELINE</b>	<b>Comments</b>	<b>PERSON(S) RESPONSIBLE</b>
Establish a permanent system for exit interviews of seniors	Ongoing, Modified	Students are surveyed every year regarding their experience at Father Lopez. The Survey Monkey tool is used extensively for this purpose. A separate survey for exiting seniors will be developed for 2010.	Principal, Assistant Principal for Instruction, Director of Mission Effectiveness, Development, Guidance Counselor.
Establish year-end interviews among juniors, sophomores, freshmen	Completed	See above.	Principal, Assistant Principal for Instruction, Teachers.
Increase alumni activities Set up more social and spiritual gatherings in addition to reunions	Ongoing	New development directors hired 08-09 and 09-10. Alumni masses and gatherings are held annually. The Tidemark goes out quarterly, providing alumni updates and current information on the school.	Development Office
Increase the number of social activities and opportunities for students, so they may interact and improve communication with each other and with school personnel	Modified, Ongoing.	Students may join clubs and leadership organizations, and are encouraged each year to do so. Social activities are available during long lunches on Thursdays and Fridays. Your Voice Matters program instituted to help students understand appropriate interaction with each other. Campus ministry events give students an opportunity to reach out to others. Faculty members are encouraged to attend sporting events and are required to attend dances.	Student Government Moderators, Club Moderators, Director of Mission Effectiveness
Restructure Booster Club	Completed		

**ACTION PLAN # 2 COMMUNICATION SKILLS (continued)**

<b>Action Steps</b>	<b>TIMELINE</b>	<b>ESTIMATED RESOURCES</b>	<b>PERSON(S) RESPONSIBLE</b>
<p>Increase communication and help improve morale for staff by providing more social activities for personnel</p>	<p>Modified, Ongoing.</p>	<p>Faculty meetings allow faculty to communicate with each other. The extended lunch period on Thursdays and Fridays where faculty can spend more time together. This time is also used for Weight Watchers at Work meetings, attended by about one-half of the faculty. Informal invitations to “happy hours” occasionally go out to the staff. Luncheons are provided periodically to get faculty and staff together in a more informal environment. A social committee, partly funded by the school, has been formed by teachers in order to provide social activities that can include teachers’ families.</p>	<p>All faculty and staff.</p>
<p>Explore offering other foreign languages through online virtual classes. Include promotion of French to increase enrollment</p>	<p>Completed</p>	<p>Language curriculum strengthened with the use of the communicative method. French enrollments have increased dramatically due to recruiting. Some students find success in Latin and Spanish through the Florida Virtual School. Dual enrollment has made upper level language study more attractive to a larger number of students. French and Spanish Honor Societies have been instituted, providing recognition for outstanding scholarship. World Languages Club encourages study of other languages and cultures. Non-sponsored trips to France have increased interest in French studies. A trip to Spain was attempted, but did not make. We will try this again in 2011. Additional language offerings on campus are not currently possible.</p>	<p>World Languages Department, Assistant Principal for Instruction</p>

ACTION PLAN # 3

Desired Results: THINKING and REASONING SKILLS

Goal Statement: Students will gather and use information effectively to gain new information and knowledge classify and organize information, support inferences and justify conclusions appropriate to the context and audience.

Action Steps	TIMELINE	ESTIMATED RESOURCES	PERSON(S) RESPONSIBLE
Continue to research “Best Practices” in theory and application of thinking and reasoning skills in the curriculum	Ongoing	Reasoning skills are assessed via HSPT, SAT, PSAT, and AP exams, as well as through individual classroom assessments. This data is used to target interventions to improve these skills. <b>See action plan for 2010 regarding Problem Solving for further information.</b>	Assistant Principal for Instruction and Department chairs.
Encourage all departments to incorporate a variety of lessons and instructions to help students more effectively gather, classify, and organize information	Ongoing	Classroom walkthrough data are used to start discussions about instructional practices and to tailor professional development into research-based strategies. Project-based assessment is routine across the curriculum: research papers, web quests, presentations are common.	Assistant Principal for Instruction and Department chairs.
Provide opportunities for faculty development and training in these teaching of lessons requiring the support of inferences and justifying conclusions	Modified, Completed	Department chairs are asked to seek out professional development opportunities that support action plan implementation. Results from PSAT are useful in tailoring trainings. Focus on “inferences and justifying conclusions” has shifted due to newer data and more immediate needs.	Assistant Principal for Instruction and Department chairs.

PLAN # 3 THINKING and REASONING SKILLS (continued)

<p>Expand faculty training in use of new technology, such as Smartboard, wireless laptop computers, online texts</p>	<p>Modified, Ongoing</p>	<p>Vendors and faculty “experts” provide occasional training in this area. Technology coordinator also provides training sessions in areas of teacher interest. Professional development funds are available for teachers wishing to increase their skills. Teachers and technology coordinator are trained trainers for our student information system, and will provide training to faculty as needed.</p>	<p>Assistant Principals, Technology Coordinator</p>
<p>Research possibility of developing a new course of study exclusively for Summa students. Summa already exists as a program of advanced study for the gifted (comparable to I.B. program offered by public schools in the county). Developing a new course of study requires careful investigation before making changes.</p>	<p>Modified, Completed</p>	<p>Summa Cum Laude program requirements were made more stringent in order to challenge students across the curriculum. Magna Cum Laude program was created to allow students to excel in their areas of strength. AP and DE classes were added to the curriculum to expand the options for the advanced program students. Focus class was replaced with a requirement that all Summa and Magna students take an honors speech class. Course of study remains unchanged beyond that, since a separate course of study would stretch the resources of the school. Current course of study allows students options to take courses they find interesting.</p>	<p>Assistant Principal for Instruction, Instructional Improvement Committee, School Board</p>

PLAN # 3 THINKING and REASONING SKILLS (continued)

<p>Use Questia.com as a research tool and online library to help students learn research practices in electronic media. First, determine if whole student body should subscribe Then go forward with the program. Research other tools for additional Internet and online methods to enhance student reasoning skills</p>	<p>Modified, Completed</p>	<p>Questia was used by only one teacher on staff, so after three years the subscription was cancelled. The Media Specialist is adding online research tools in the Media Center, and is available to train faculty and students on their use.</p>	<p>Assistant Principals, Technology Coordinator, Media Specialist, and Department chairs.</p>
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