

# ANNUAL REPORT 2016 / 2017

## THEMES:

Annual:

*Living God's Mercy / Viviendo La Misericordia*

Catholic Schools Week:

**Catholic Schools: Communities of Faith, Knowledge and Service.**

## SPECIAL EVENTS:

- Safeguarding Education, September 8
- School Visits:
  - St. Lawrence Seminary visited grades 7/8 boys, October 12
  - Wayland Academy visited grade 8, early October
- Theme Day, September 30
- Writer's Conference for Grades 4-8, October 17, with other Catholic Schools in Dodge and Washington Counties, at St. Mary, Mayville, Presented by Pamela Quinlan
- "Fourth annual "Soles for Catholic Education Walk" on October 15, at Mount Mary University, over 9,000 participants Archdiocesan wide. SKDS faculty and families participated. We took a bus this year.
- Advent Reconciliation for grades 3-8, December 21
- Christmas Program, December 15, vocal and instrumental, "Sheep In Heavenly Peace"; preschool and 4K held own daytime program on December 21
- Joint Parish & School Staff Retreat Day with Michael Taylor, January 16, cancelled due to weather
- Catholic Schools Week Celebrations:
  - Opening Mass 4:30PM and Festivities on January 28
  - Festival of the Educational Arts on February 2
  - All School Mass on February 3
  - Closing Masses weekend of February 4 & 5
- Parade of Bands, February 6
- LUMEN Spelling Bee, February 21
- Round Ups / Registration:
  - 5K ~ February 16;
  - 4K ~ February 22, 23, 24~~all at ESC
  - Pre School ~ March 2
- Festival of Music, March 9
- Exposition of The Blessed Sacrament, March 16
- Book Fair, April 2-6
  - Grand Day, April 2
  - Reading Night, April 3
- Lent:
  - Living Stations, April 7
  - Shadow Way of the Cross, April 12
  - Friday after Mass Stations, weekly by grades 4,6,7,8
- Concerts:
  - Spring Band Concert, April 20
  - Spring Vocal Concert, May 4
  - Marching Band Mass Performance, May 28
  - Marching Band Memorial Day Performance at Cemetery, May 29
- Talent Show, April 21
- Expanding Horizons, April 28
- May Crowning, May 19
- Graduation, June 1
- Field Day, June 2
- Accreditation Visit November 8 & 9 involving all faculty and staff, School Board and committees, Finance Council, Personnel, various committees, Parish staff, and families and students through interviews and phone

calls, culminating in a report received in January 2017. From the Accreditation Team report, we developed Smart Goals for each of the 4 Domains.

#### ENROLLMENT:

- Ended the year with 217 students preschool through grade 8
- Graduated 19 eighth graders
- Pre School = 15; 4K = 42; 5K = 15; 1 = 9; 2 = 17; 3 = 26; 4 = 17; 5 = 20; 6 = 19; 7 = 18; 8 = 19; Grand Total = 217

#### ACADEMIC PROGRAM:

##### Curriculum:

- **Science Curriculum:** Presentations at Cousins Center for various grade levels January 11 (Grades 3 & 4), January 25 (Grades 1 & 2) and February 5 (Grades 6-8). All year we investigated materials for and reviewed our science program in preparation for selecting new materials for 2017-2018.
- **Technology:** 11 Smart Boards and one interactive flat screen are in use. During summer 2016, we purchased an additional Smart Board which was installed in the third grade classroom with the older version that had been in the third grade room being moved to the music room. The Smart Interactive Projector was mounted and placed in the gym for use in our Band and PE programs, used extensively. The Chrome Books have been a huge success in the classroom as an instructional tool. We were also gifted anonymously with 10 I-Pads for use in our primary classrooms. The school librarian/information specialist continues to teach units on internet safety and the use of the social networking possibilities in a responsible and safe manner as well as how to use the internet appropriately for research.
- **Religion:** This is our third year of using the Pflaum Gospel Weeklies. We continue to be pleased with the connections to real life experiences these Weeklies make for our students and their families. Students talk about the homily no matter where they attend Mass. We continue to hear positive remarks from families, faculty and students. The Catholic Social Justice issues are evident and ones our students can relate to. We will continue with the Weeklies for the 2017-2018 school year. Additional teaching aids have been added to the series by Pflaum.
- **Reading:** Third grade uses Expeditionary Learning; grades 6-8 use Collections by Houghton Mifflin. The 2016-2017 school year was the initial year of using Journeys by Houghton Mifflin for grades 4 and 5; teachers were provided with additional Professional Development during the year. Grades 5K-2 use SuperKids.
- **Spanish:** Max and Max Spanish which can be used by teachers who do not speak the language, continues to provide successful Spanish instruction for grades 1-5. It is an upbeat program including culture, location, songs, stories and language. Each year there are updates that keep the program interesting and current. Grades 6-8 have a Spanish in-house instructor.

##### Student Learning Accommodations:

- Learning Zone is not a specific room but a means of providing academic assistance through volunteers or on-staff teachers assigned during various hours of the school day. Meeting individual student needs is a priority. Accommodations provided for students are documented, filed and shared with faculty who work with them. We are blessed to have a cadre of retired teachers who return year after year to help struggling students as well as those needing a challenge.
- Primary Students are served by the Reading Resource Teacher, volunteer tutors (primarily retired teachers), classroom aides (hired and volunteer) and classroom teachers. Several teachers are scheduled daily to help homeroom or subject teachers give much needed one-on-one assistance to students who find learning and attention challenging.
- **READING RESOURCE POSITION** half time position serving:
  - 5K: 2 students for 30 minutes 1 time / week
  - 1st grade: 1 student for 30 minutes 5 times / week, 2 students for 30 minutes 2 times / week
  - 2nd grade: 3 students for 15 minutes 3 times / week, 1 student for 60 minutes 2 times / week, 2 students for 30 minutes 5 times / week, 1 student 2 days for 30 minutes 2 times / week, and same student for 20 minutes 2 times / week
  - 3rd grade: 3 students for 30 minutes 2 times / week, 3-5 students in their classroom 2 times / week for 40 minutes
- Learning Resource Aide is hired at 20 hours per week to serve as an intervention resource for grades 4-8. The individual works one on one, with small groups of 4-5 and directly in the classroom with the subject teacher or in pull out groups. The students with whom the aide works are struggling and have been identified as having learning needs. Some have been identified as having SEP's (if in the public school an IEP). Student numbers served one on one or in small groups. At times, students are pulled out for testing in small

groups for a quieter atmosphere or to have a test read to them. Sometimes students have difficulty working in a large group atmosphere or simply need the support of having the encouragement of someone believing in him/her or the support of moving on from one problem to the next. All students made gains. For 2016-17 our Learning Resource Aide worked with:

- Two 6th grade students
  - One 7th grader
  - Twice a week, worked with two-four 5th graders for reading
  - Once a week, worked with four 4th grade students for reading
  - 6th grade reading and language arts classes as co-teacher providing one- on-one instruction
  - Six 7th graders to work on reading assignments and vocabulary.
- SKDS has a quality working relationship with Beaver Dam Public School District which helps meet the needs of SKDS students (observation, testing, consultation, ELL, Speech/Language, etc.)
  - Learning Support Teams (**LST**): Our LST consists of Dona Turner, Megan Meyer, Peggy Scott and Barbara Haase. During the 2016-2017 school year, Mrs. Turner, Miss Meyer and Mrs. Scott attended various trainings including Writing, Speaking and Listening, and presented to the faculty as a whole. The LST helps ensure the faculty focuses on what is in the best interest of improving student learning and is constantly looking toward focusing on best practices. February 13, 2017 was Professional Learning Day.
  - Sustaining the Mission: we continue to participate in the Archdiocesan program for religious education certification required by all faculty and administrators. We attended both of the required days: August 25, 2016 & October 21, 2016.

#### **IOWA ASSESSMENTS/COGAT:**

Annually, SKDS gives its students the Iowa Tests of Basic Skills/Cognitive Abilities Test; this is an Archdiocesan requirement for students in our Catholic Schools. Iowa Assessments contains a series of achievement tests including English Language Arts (Reading, Written Expression, Conventions of Writing, Vocabulary), Math, Computation, Social Studies, Science. CogAT assesses “the level and pattern of cognitive development of students in grades K-12.” It “measures general and specific reasoning abilities in three domains: verbal, quantitative, and nonverbal. These abilities reflect the overall efficiency of cognitive processes and strategies that enable individuals to learn new tasks and solve problems. Because these abilities are closely related to an individual’s success in school..., CogAt results are helpful in planning effective instructional programs and adapting instruction to enhance the student’s chances of success in learning.” (Administrator Manual)

- SKDS tests students in grades 1 through 8.
- We use the results
  - ~to help students individually and
  - ~to help us review and evaluate the curriculum as a whole.
- The information helps us
  - ~identify areas of strength,
  - ~areas to watch, and
  - ~trends over all.

GRADE	READING	ELA TOTAL	MATH TOTAL	SOC. STUDIES	SCIENCE		
1	Larger % of low achieving students & smaller % of medium <i>Typical SKDS grade 1 student scored higher than 23% of grade 1 students in nation.</i>	Larger % of low achieving students & smaller % of medium <i>Typical SKDS grade 1 student scored higher than 25% of grade 1 students in nation.</i>	Smaller % of high & medium. achieving students & larger % of low <i>Typical SKDS grade 1 student scored higher than 39% of grade 1 students in nation.</i>	Grade 1 does not take	Grade 1 does not take	<p><b>Read the text as follows:</b> Compared with students in the nation this grade has a....</p> <p>Note:</p> <ul style="list-style-type: none"> <li>➤ Science and social studies are generally stronger areas. It will be interesting to watch how new Science standards and materials affect standardized testing.</li> <li>➤ Math: We continue to stress rigor, understanding and relevance in math along with computation. The overall math total is affected by problem solving; not knowing basic facts for the computation section, depending on the grade, plays a significant role.</li> <li>➤ Longitudinal reports generally show steady and consistent growth across the grades &amp; subject areas.</li> <li>➤ We look for a balance in Language Arts between writing and conventions. Speaking, Listening and Writing across the curriculum continue to be areas of focus.</li> <li>➤ First grade scores tend to be depressed. It is their first experience with this type of group standardize testing</li> <li>➤ <b>Trends:</b> More average &amp; lower achieving students; more students with greater needs, student indifference, greater number of students needing accommodations (small group, repeated instructions, extended time, tests read to student, etc.)</li> <li>➤ In classes with fewer students, 1 or 2 students dramatically affect class averages.</li> <li>➤ The important thing to remember is our students continue to make steady academic progress.</li> </ul>	
2	Larger % of high & low achieving students & a smaller % of medium <i>Typical SKDS grade 2 student scored higher than 57% of grade 2 students in nation.</i>	Larger % of high & low achieving students & a smaller % of medium <i>Typical SKDS grade 2 student scored higher than 62% of grade 2 students in nation.</i>	Larger % of high achieving students & smaller % of medium & low <i>Typical SKDS grade 2 student scored higher than 65% of grade 2 students in nation.</i>	Grade 2 does not take	Grade 2 does not take		
3	Larger % of high & medium achieving students & smaller % of low <i>Typical SKDS grade 3 student scored higher than 63% of grade 3 students in nation.</i>	Larger % of high & medium achieving students & smaller % of low <i>Typical SKDS grade 3 student scored higher than 59% of grade 3 students in nation.</i>	Smaller % of high & low achieving students & larger % of medium <i>Typical SKDS grade 3 student scored higher than 43% of grade 3 students in nation</i>	Smaller % of high & low achieving students & larger % of medium <i>Typical SKDS grade 3 student scored higher than 58% of grade 3 students in nation</i>	Smaller % of high & low achieving students & larger % of medium <i>Typical SKDS grade 3 student scored higher than 56% of grade 3 students in nation</i>		
4	Larger % of high & a smaller % of medium & low achieving students <i>Typical SKDS grade 4 student scored higher than 66% of grade 4 students in nation.</i>	Larger % of high, an equal % of medium & a smaller % of low achieving students <i>Typical SKDS grade 4 student scored higher than 69% of grade 4 students in nation.</i>	Larger % of high & medium achieving students & smaller % of low <i>Typical SKDS grade 4 student scored higher than 53% of grade 4 students in nation.</i>	Larger % of high & equal % of medium <i>Typical SKDS grade 4 student scored higher than 75% of grade 4 students in nation.</i>	Larger % of high & medium achieving students; smaller % of low <i>Typical SKDS grade 4 student scored higher than 68% of grade 4 students in nation.</i>		
5	Larger % of high & medium achieving students & smaller % of low  <i>Typical SKDS grade 5 student scored higher than 56% of grade 5 students in nation.</i>	Larger % of high & medium achieving students & smaller % of low  <i>Typical SKDS grade 5 student scored higher than 61% of grade 5 students in nation.</i>	Larger % of high & medium achieving students & smaller % of low  <i>Typical SKDS grade 5 student scored higher than 62% of grade 5 students in nation.</i>	Larger % of high & a smaller % of medium & low achieving students; <i>Typical SKDS grade 5 student scored higher than 69% of grade 5 students in nation.</i>	Smaller % of high & low achieving students & larger % of medium <i>Typical SKDS grade 5 student scored higher than 61% of grade 5 students in nation.</i>		
6	Smaller % of high & Low achieving students & Larger % of medium <i>Typical SKDS grade 6 student scored higher than 50% of grade 6 students in nation.</i>	Larger % of high & medium achieving students; smaller % of low <i>Typical SKDS grade 6 student scored higher than 59% of grade 6 students in nation.</i>	Larger % of high achieving students & smaller % of medium & low <i>Typical SKDS grade 6 student scored higher than 60% of grade 6 students in nation.</i>	Smaller % of high & Low achieving students & larger % of medium <i>Typical SKDS grade 6 student scored higher than 51% of grade 6 students in nation.</i>	Larger % of high & medium achieving students; 0% low <i>Typical SKDS grade 6 student scored higher than 65% of grade 6 students in nation.</i>		
7	Larger % of high	Larger % of high	Smaller % of	Larger % of high	Larger % of high		

	achieving students; smaller % of medium & low <i>Typical SKDS grade 7 student scored higher than 68% of grade 7 students in nation.</i>	achieving students; smaller % of medium & low <i>Typical SKDS grade 7 student scored higher than 78% of grade 7 students in nation.</i>	high & low achieving students; larger % of medium <i>Typical SKDS grade 7 student scored higher than 56% of grade 7 students in nation.</i>	achieving students; smaller % of medium & low <i>Typical SKDS grade 7 student scored higher than 69% of grade 7 students in nation.</i>	achieving students; smaller % of medium & low <i>Typical SKDS grade 7 student scored higher than 67% of grade 7 students in nation.</i>		
8	Larger % of high & medium achieving students; smaller % of low <i>Typical SKDS grade 8 student scored higher than 68% of grade 8 students in nation.</i>	Larger % of high achieving students; smaller % of medium & low <i>Typical SKDS grade 8 student scored higher than 78% of grade 8 students in nation.</i>	Larger % of high & medium achieving students; smaller % of low <i>Typical SKDS grade 8 student scored higher than 63% of grade 8 students in nation.</i>	Larger % of high achieving students & a smaller % of medium <i>Typical SKDS grade 8 student scored higher than 77% of grade 8 students in nation.</i>	Larger % of high & medium achieving students; <i>Typical SKDS grade 8 student scored higher than 76% of grade 8 students in nation.</i>		

**SCHOOL IMPROVEMENT PLAN:**

**Smart Goals Developed From Accreditation 2016**

**Domain A: Mission & Catholic Identity**

1. We will complete grade level maps to identify the incorporation of Catholic identify themes into all curricular areas to help students relate Church teachings to the world around them. (2.5)
2. We will incorporate a reflective component into 90% of our service projects to intentionally connect the service with the Gospel and our Catholic Faith. (3.3)

**Domain B: Governance & Leadership**

1. Develop a process and a timeline for communicating a new initiative to our various constituents.

**Domain C: Academic Excellence**

1. Implement revised curriculum alignment documents as they are developed by the Archdiocese to sequentially document and review gaps and instructional effectiveness in all content areas. (7.1)
2. Create a process for review and analysis of formative, summative, authentic performance, and self-reflection assessment methods to assure alignment to learning outcomes and effectiveness in allowing students to demonstrate proficiency. (6.5 & 8.3)

**Domain D: Operational Vitality**

- 1: We will strengthen our marketing plan in an effort to increase enrollment and to increase visibility in the community and surrounding areas through a variety of strategies. 13.1
- 2: Use criteria for gathering, measuring, and analyzing enrollment data from new Archdiocesan program (MissionInsite). 13.2

**CHOICE PROGRAM:**

New as of 2017-2018 school year for SKDS but the process began in the 2016-2017 school year. Seven families were accepted into the program. All information pertinent to the program can be found on our website at <http://www.skds.org/Choice.htm> or the Choice Home page <https://dpi.wi.gov/sms/choice-programs>

**STAFF:****Resignations:**

- Sandy Kreitzman, Grade 5K
- Sarah Puleo, 5<sup>th</sup> Grade

**Retiree:**

- Kathy Armstrong, 4K
- Ruth Kaiser, Library / Information Specialist
- Marcia Zabkowicz, Spanish (6-8), ELA (6)

**New Hires:**

- Jamie Jacobs, 4<sup>th</sup> Grade

**Faculty:**

- Teachers are certified and have fulfilled Safe Guarding Requirements (All staff and volunteers are Safe Guarding compliant)
- All teachers are working in Archdiocesan Program for Religious Ed Certification entitled Sustaining the Mission
- Have a Professional Development Plan (PDP) on file
- Undergo required education to maintain certification
- 6 teaching positions are part-time as of 2011-2012: Art, PE/Health, and Vocal Music are 80%; Band is 50%; Library/Information Specialist is 65%; Reading Resource is 50%

**Administrator:**

- Teaches Safeguarding Seminar annually for parish
- Does criminal background checks for parish and school
- Serves as Safe Environment Coordinator for Parish
- Completes and submits Safe Environment Verification Report for Parish and School
- Fully participates in all Pastoral Staff meetings and responsibilities
- Serves on School Accreditation Teams as Chair (if needed or requested)
- Serves on Archdiocesan Superintendent's Advisory Council
- Meets with Beaver Dam District Administration, minimum of twice per year (or more)
- Received Elizabeth Ann Seton Award, February 2016
- In addition to regular administrative responsibilities, supervises lunchroom daily, directs annual Christmas program, directs liturgy practices, cantors, interacts routinely with students, faculty/staff, and various school and parish populations
- Directed SKDS Accreditation process
- Led SKDS entry into Choice Program

**SCHOOL YEAR:**

- 180 days: First day = August 29, 2016; Final day = June 2, 2017
- School hours: Pre School = Monday and Wednesday Mornings 8:45-11AM; 4K = 8:15-11AM & 12:15-3PM; 5K – 8 = 8:10AM – 3:15PM; doors remain locked until 7:45AM
- 10 additional days for faculty for in-service

**STUDENTS:****Social Responsibility and Awareness:**

- SKDS students participate in various collections for victims of natural disasters, Heifer International, Holy Childhood, Clothes for Kids, Food Pantry, New Beginnings, Nursing Home visits (Hillside), Jump Rope/Hoops for Heart, Soles Walk, Crop Walk, to name a few
- Builders Club sponsored bake sales to raise money for Catholic Relief Services, Juvenal Diabetes, supplies for the blankets, and made blankets for PAVE, Humane Society and the Homeless Shelter. Participated in various campus clean-up activities and other service projects. .

**Uniforms:**

- Eighth year of school uniform policy, continues to go smoothly
- Cougar's Closet continues to help families with clothing needs; of great assistance to school personnel when a student comes to school out of code or have some sort of accident during the day
- Cougar's Closet is also immensely helpful to families in need and to those entering SKDS for the first time. We can them off to a good start smoothly and efficiently.
- Overseen by Sarah Diels, Rose Klavekoske and Patty Schmitt
- Info placed in handbooks and on website; posters placed in all classrooms

**Code of Christian Conduct:**

- This is part of our approach to discipline.
- Posters are displayed in classrooms, halls, cafeteria, etc.
- Students are reminded of the four Cornerstones at daily announcements: Respect, Responsibility, Honesty and Kindness
- Parent and student sign agreement annually
- This puts a more positive and proactive spin on our approach to discipline.

**Extra-Curricular Activities:**

- Continue well developed and well participated activities in
  - Jazz Band (grades 5-8),
  - Athletics (Volleyball, Basketball, Track for grades 5 – 8 per Arch policy),
  - Forensics (6-8),
  - Builders Club (6-8),
  - Yearbook (6-8)
- St. Katharine Drexel Extra-Curricular Offerings Handbook was designed and offered to all families in grades 4-8. A special meeting was held for 4<sup>th</sup> grade families prior to the spring concert to prevent them from having to come out another evening for the second year. 4<sup>th</sup> grade families are the focus because so many new possibilities become available once a child enters 5<sup>th</sup> grade. Families are provided with information enabling them to make informed decisions about what their children want to be involved in.

**Student Assistance:**

- 33 families received some sort of tuition assistance
- 49 students received free or reduced lunch

**MEETINGS:****School Board:**

- Third Tuesday, monthly

**Home and School:**

- Monthly, Mondays as announced on the calendar

**Band Guild and Athletic Association:**

- As announced , minimum of three times per year

**Advancement (Development):**

- First Monday of the Month usually / PR/Marketing or as scheduled

**Faculty:**

- Full Faculty, Second Tuesday, monthly
- Curriculum, Level, Student Accommodations, Exit Expectations, etc. all other Tuesdays
- Annually all faculty/staff participate in a review of Blood Borne Pathogen training
- Faculty/Staff participated in online training covering concussion as needed
- Attended Education Convention in Milwaukee on 10/14/16
- Sustaining the Mission: August 25 & October 21
- 10 Days of In-Service scheduled annually

**Parent/Student/Teacher Conferences:**

- Scheduled for all families during First quarter, October 6 & 7
- All other times as requested by family and/or teacher(s)
- 4K holds scheduled P/S/T conferences fall and spring

**COMMUNICATION:**

- Weekly newsletter (electronic or paper per family request)
- Website
- Facebook page, St. Katharine Drexel School Beaver Dam, Wisconsin
- Family Folder, weekly or last day of school week

- Individual class or grade level letters
- Individual emails, conferences, phone calls, notes
- Report Cards end of quarter and Progress Reports mid quarter (2<sup>nd</sup>-4<sup>th</sup> quarters)
- Crossing Paths for Alumni and Friends of SKDS newsletter, once per year, summer only
- Principal tweets as events merit

**FINANCE:**

Financial end of year report is a separate full parish report.