

# ANNUAL REPORT 2013 / 2014

## THEMES:

### Annual:

*Let us journey together / Vamos a caminar juntos*

### Catholic Schools Week:

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

## SPECIAL EVENTS:

- Safeguarding Education , September 5
- Theme Day, October 4
- Youth Forum Leadership Conference for Middle School, October 10, with other Catholic Schools in Dodge and Washington Counties
- "First annual "Soles for Catholic Education Walk" on November 2, at Mount Mary University, over 7,000 participants Archdiocesan wide. SKDS faculty participated as did several families.
- Christmas Program, December 12, vocal and instrumental, "Nightshift Before Christmas"; preschool and 4K did not participate this year; held own daytime concert
- Catholic Schools Week Celebrations: Opening Mass 10 AM and Festivities on January 26; Festival of the Educational Arts on January 30; All School Mass on January 31; Closing Masses weekend of February 1 & 2
- Parade of Bands, February 3
- LUMEN Spelling Bee, February 11
- Round Ups / Registration: 5K ~ February 25; 4K ~ February 25, 26, 27; Pre School ~ March 20
- SKDS Forensic Meet, March 6
- Shadow Way of the Cross, April 16
- Festival of Music, March 13
- Reading Night, April 7
- Book Fair, April 7-11
- Living Stations, April 11
- Spring Band Concert, April 24
- Expanding Horizons, April 25
- May Crowning, May 2
- Spring Vocal Concert, May 8
- Marching Band Mass Performance, May 25
- Marching Band Memorial Day Performance, May 26
- Graduation, May 30
- Field Day, June 4

## ENROLLMENT:

- Ended the year with 245 students preschool through grade 8
- Graduated 13 eighth graders
- Pre School = 15; 4K = 53; 5K = 24; 1 = 19; 2 = 19; 3 = 20; 4 = 19; 5 = 24; 6 = 18; 7 = 21; 8 = 13; Grand Total = 245

## ACADEMIC PROGRAM:

### Curriculum:

- **READING RESOURCE POSITION** grew to 3 mornings per week and served the following numbers:  
**5K** = all 24 students in groups of 4 or 5  
**1<sup>st</sup>** = 4, 3 times per week  
**2<sup>nd</sup>** = 4 students  
**3<sup>rd</sup>** = 3 students  
All have made great gains because of this intervention. Volunteer retired teachers were essential to the process as well.
- Technology: 10 Smart Boards are in use. Additional Smart Board gifted to SKDS by a family and was installed during summer 2014 in 5K classroom. We still need to purchase Smart Boards for 4K, Pre School,

Art, and Music. During the course of the 2013-2014 school year, the decision was made in conjunction with the parish to replace the ancient servers and update the version of Citrix which allows faculty/student use of personal devices. This was done late summer along with the required licenses and internet protective services (Barracuda). Through Home and School, we purchased a Microsoft tablet and Chrome Book to use. The next goal is to procure tablets for use in classrooms. The School Board reviewed and approved the Internet Safety Policy.

- 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.
- Math: This is the initial year of using our new math materials Go Math for grades 5K -5 and Big Ideas for grades 6-8. As with any new series, the materials were challenging for students. Expectations of what students already know have moved down grade levels in many instances. The materials presented are more rigorous and help students prepare for the world of work and advanced education which creates a sense of relevance. Students are helped to understand and apply rather than merely memorize material for a test. However, memorization of basic math facts still helps students as they progress through the grades. Lack of this skill is a hindrance as it always has been.
- **Special Ops:** We started a new program for Middle School students this year. **Special Ops Day**, short for Special Opportunities is a new “event” day created for grades six through eight to cover topics we feel are important for their continued growth and development as they mature into well-rounded and independent young adults. We already touch on a number of the topics covered in various parts of our curriculum in health, religion, and science. However, other topics need more time or don’t quite fit. We also want to give the topics a special focus to help reinforce their importance and to provide interest and fun. This year, we were able to acquire five guest speakers who are willing to give their time, talent, and even some supplies in order for us to make this “Special Ops” happen. A diverse array of topics was presented. PAVE covered the following topics for our boys: Healthy Relationships, Conflict Resolution, Put Downs, Healthy Competition, and Male/Female Roles and Expectations. For the girls, PAVE covered: Building Trust/Friendships, Body Image, Stress and Stress Management, and Dating Violence/Abusive Relationships. For both boys and girls, the other presenters covered the following: Mrs. Stacy Schmitt and Mrs. Lori Warmka taught CPR; Sergeant Dale Schmidt presented on the topic of heroin and the drug issues in Dodge County, and Mr. Scott Krenz taught an introduction to martial arts.

#### **Student Learning Accommodations:**

- Learning Zone provides 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.
- Primary Students are served by the Reading Resource Teacher, volunteer tutors (primarily retired teachers), classroom aides (hired and volunteer) and classroom teachers. Several teachers were scheduled daily to help homeroom or subject teachers give much needed one-on-one assistance to students who find learning and attention challenging.
- 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: 4th grade = 6 students; 5th grade = 6 students; 6th grade = 4 students; 7th grade = 8 students. All students made gains.
- SKDS has a quality working relationship with Beaver Dam Public School District which helps meet the needs of SKDS students (observation, testing, consultation, Speech/Language, etc.)
- Differentiated Instruction: During the 2012-2013 school year, the faculty worked with Marian University for professional development sessions on DI and continue to use the techniques learned to assist students.
- Learning Support Teams (**LST**): Our LST consists of Dona Turner, Megan Meyer, Peggy Scott and Barbara Haase. During the 2013-2014 school year, Mrs. Turner, Miss Meyer and Mrs. Scott attended various trainings including Literacy, English, Language Arts, Standardized Tests, 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.

**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 EXTENDED	MATH	SOC. STUDIES	SCIENCE	
1	Smaller % of high & medium achieving students & larger % of low	Smaller % of high & medium achieving students & larger % of low	Larger % of high & med achieving students & smaller % low	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>
2	Larger % of high & low achieving students; smaller % of medium	Smaller % of high & low achieving students; larger % of medium	Larger % of higher achieving students & smaller % of medium & low	Grade 2 does not take	Grade 2 does not take	
3	Smaller % of high & medium achieving students & larger % of low	Smaller % of high & medium achieving students & larger % of low	Smaller % of high & low achieving student & larger % of medium	Smaller % high achieving students & larger % of medium & low	Smaller % of high achieving students & larger % of medium; no low	<p>Note:</p> <ul style="list-style-type: none"> <li>➤ Science and social studies are generally strong areas,</li> <li>➤ Math: As we work with our new materials, we anticipate increased performance.</li> <li>➤ Longitudinal reports show steady and consistent growth for all grades in all subject areas.</li> <li>➤ We look for a balance in Language Arts between writing and conventions</li> <li>➤ First grade scores tend to be depressed. It is their first experience with this type of group standardize testing</li> <li>➤ Trends: More average &amp; lower achieving students; more students with greater needs, student apathy</li> </ul>
4	Larger % of high & medium achieving students & smaller % of low	Larger % of high achieving students & smaller % of medium; no low	Smaller % of high & low achieving students; larger % of medium	Larger % of high & medium achieving students; no low	Larger % of high & medium achieving students; smaller % of low	
5	Larger % of high & medium achieving students; smaller % low	Larger % of high achieving students; smaller % of medium & low	Larger % of high achieving students; smaller % of low	Larger % of high achieving students; smaller % of medium	Larger % of high & medium achieving students; smaller % of low	
6	Smaller % of high & medium achieving students; larger % of low	Smaller % of high & medium achieving students; larger % of low	Smaller % of high achieving students; larger % of medium & low	Smaller % of high & low achieving students; larger % of medium	Larger % of high & low achieving students; smaller % of medium	
7	Larger % of high & low achieving students; smaller % of medium	Larger % of high achieving students; smaller % of medium & low	Smaller % of high achieving students; larger % of medium & low	Larger % of high achieving students; smaller % of medium & low	Smaller % of high achieving students; larger % of medium; no low	
8	An equal % of high achieving students; larger % of medium & smaller % of low	Larger % of high achieving students; smaller % of medium & low	Smaller % of high & low achieving students; larger % of medium	Larger % of high achieving students; equal % of medium; smaller % of low	Larger % of high achieving students ; smaller % of medium & low	

**SCHOOL IMPROVEMENT PLAN:**

**Student Learning:**

- Goal:
1. The National Percentile Rank (achievement) and the Predicted National Percentile Rank (ability) on the Iowa Assessments need to be closer together 2014 -2015  
~Better meet the individual needs of student learning  
~Work on growing apathy
  2. Introduce and use new math series, Common Core aligned (Go Math for grade K5-5 & Big Ideas for grades 6-8) 2013/2014  
Houghton Mifflin Harcourt Goal:
  3. Graduating 8<sup>th</sup> graders will be prepared to take Spanish 2 as freshmen. Revised 2014-2015
  4. Goal: Restorative Practices & Circles will be used by faculty & staff in working with student management & discipline. 2012-2014

**Catholic Identity:**

1. In order to increase family participation at Mass, we will engage our children in weekend Masses through singing and instrumentation by class levels. (Attempted but could not even get a worthwhile showing at Mass with a combined classes.) 2013-2014
2. In order to develop spiritual comfort and prayer at the faculty level, we will schedule weekly group prayer and annual retreat. (This has been a successful and ongoing undertaking.) 2013-2014

**Technology**

- Goals:
1. Furnish 100% of classrooms with Smart Boards. (5KSmart Board gifted 2014; 4 needed) 2014-2015
  2. Install wireless access points 2013-2014 (done)
  3. Update computer lab. 2013-2014 (done)
  4. School and parish will work together to provide the necessary technology needs: servers, licenses, cloud technology, mobile devices, professional development. Servers replaced summer 2014

**STAFF:**

**Retirees:**

- Greg Tratar, Head of Maintenance
- Carol Lockwood, Playground/Lunchroom Supervisor

**Resignations:**

- Brianna Knox, Teacher preschool, 4K, reading resource
- Patricia Phipps, Teacher 2<sup>nd</sup>
- Jennifer Ellingson, Teacher MS Spanish, Reading/Language Arts
- Jeanne Heft, Food Service Aide

**New hires:**

- Patricia Phipps, Teacher 2<sup>nd</sup>
- Christal Davidson, Teacher MS Spanish, Reading/Language Arts
- Lori Warmka, Teacher PE/Health
- Barbara Kalscheur, Learning Resource Aide
- Estela Lopez, Food Service Aide
- Mike Krantz, Head of Maintenance

**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
- 5 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%

**Administrator:**

- Teaches Safeguarding Seminar annually
- 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
- Serves on School Accreditation Teams as Chair, latest for St. Mary, West Bend
- Serves on Archdiocesan Superintendent's Advisory Council
- Meets with Beaver Dam District Administration, minimum of twice per year
- In addition to regular administration responsibilities, supervises lunchroom daily, directs annual Christmas program, directs liturgy practices, interacts routinely with students, faculty/staff, and various school and parish populations

**SCHOOL YEAR:**

- 180 days: First day = August 26, 2013; Final day = June 4, 2014
- 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 for Heart, Soles Walk, Crop Walk, to name a few
- Builders Club initiated and helped complete the bubbler project for the 3<sup>rd</sup> floor

**Uniforms:**

- Fifth year of school uniform policy, continues to go smoothly
- Cougars 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
- Overseen by Sarah Diels and Kate Meyer
- 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.
- Parent and student sign agreement annually
- This puts a more positive and proactive spin on our approach to discipline.

**Extra Curriculars:**

- 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)

**Student Assistance:**

- 35 families received some sort of tuition assistance (vs. 30 from the year prior).
- 50 students received free lunch; 12 received reduced (vs. 34 students received free lunch; 12 received reduced lunch from the prior year)

**MEETINGS:**

**School Board:**

- Third Tuesday, monthly

**Home and School:**

- Monthly, as announced on the calendar

**Band Guild and Athletic Association:**

- As announced

**Advancement (Development):**

- First Monday of the Month (PR/Marketing as scheduled)

**Faculty:**

- Full Faculty, Second Tuesday, monthly
- Curriculum, Level, Student Accommodations, 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
- We participated in the Archdiocesan Education Convention –Regional this year
- Sustaining the Mission: August 22 & October 24
- 10 Days of In-Service scheduled annually

**Parent/Student/Teacher Conferences:**

- Scheduled for all families during First quarter, September 26 & 27
- 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
- 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
- PR Committee sent out a survey during Spring 2014. Generally results were positive. More information will be sent during the new school year. Questions that had **100% "YES" RESPONSES!**  
*\*My child/children has a good understanding of the Catholic faith. 100% RESPONDED YES!*  
*\*Is the school properly addressing safe and proper use of technology? 100% RESPONDED YES!*  
*\*Are the office staff courteous and respectful? 100% RESPONDED YES!*  
*\*My child's/children's teacher(s) create a safe learning environment. 100% RESPONSES YES!*

**FINANCE:**

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

**Wisconsin Parental Choice Program:** information gathered and disseminated about program in newsletter, bulletin, website, Family Folder, brochures in church. Brenda White, Associate Superintendent of Catholic Schools, presented to joint meeting of Pastoral Council, School Board, Home and School, and Staff on April 1. Pastoral Council agreed to continue pursuing the possibility. Of the families who have applied for Tuition Assistance Grants, over half would qualify for the program if SKDS were part of it.