

Come to Know...



ND STRATEGIC PLAN 2015 -2020

Notre Dame High School will be widely regarded as a Catholic educational community that develops leaders, scholars, athletes and artists who possess the knowledge, vision, skills, moral character and energetic spirit needed to serve our global society.



The Vision

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Notre Dame Mission Statement

Notre Dame High School, a ministry of the Diocese of Trenton, is a dynamic Catholic community dedicated to educating young women and men to realize their full potential through a faith-filled environment, a challenging college-preparatory program, extensive co-curricular activities and a commitment to citizenship and service in the community.

ND Belief Statements

We believe...

- A. in the values revealed through the Gospels, centered in God's love and the Catholic faith, which permeate all aspects of the Notre Dame community.
- B. in mutual respect and an appreciation of diversity.
- C. in a challenging, interactive academic environment, that is respectful of the learning style and needs of each individual.
- D. in the development of critical thinking and problem solving skills, creativity, and a commitment to life-long learning for faculty and students.
- E. in the necessity to have a secure, caring and enthusiastic environment, which has a consistent code of conduct and fosters integrity.
- F. in the promotion of leadership through self-discipline, self-discovery and self-worth, in order to encourage personal responsibility, accountability, growth and fulfillment.
- G. in the need to provide extensive quality opportunities for community service and co-curricular involvement in order to develop personal growth while building pride and ownership in the Notre Dame family beyond the classroom.
- H. in educating our students to discern moral, ethical and responsible choices in a constantly evolving global community.
- I. in fostering a respect for all of God's Creation.

Catholic Identity & Spirituality Objectives & Strategies

Vision Statement

Guided by Jesus Christ and the teachings of the Catholic Church, the Notre Dame High School community will foster spiritual growth and development in all its members. Curriculum, liturgies, service activities and spiritual enrichment programs facilitate the application of faith to the evolving questions and challenges of daily life. Notre Dame High School prepares members to be life-long participants in the Church and global community.

Objective 1: Catholic Values and Moral Principles

Demonstrate an increased ability to live with integrity, Catholic Moral principles, respect and concern for others, fostering an appreciation for the bond of the Spirit among us.

Strategies

- 1.1 Define and make relevant honesty and integrity for individuals, relationships and society in the 21st century.
- 1.2 Foster reverence for life, chastity and abstinence.
- 1.3 Promote morally responsible use of Technology.
- 1.4 Promote a spirit of mutual respect and support based on our baptismal unity.

Objective 2: Worship

Provide opportunities for deeper participation in the liturgy, awareness of Catholic devotions and commitment to personal prayer.

Strategies

- 2.1 Provide instruction in and opportunities for various forms of Christian prayer.
- 2.2 Offer catechesis in the use of the Sacrament of Reconciliation for ongoing conversion and spiritual growth.
- 2.3 Develop a school prayer which reflects our ND identity and work it into the life of the school.

Objective 3: Strengthen the ability of all Faculty to demonstrate knowledge of the Catholic faith

Strategies

- 3.1 Develop a preservice and inservice educational program for teachers.
- 3.2 Incorporate education in the Faith into hiring and education program.
- 3.3 Support inclusion of Gospel Values across curriculum.

Objective 4: Assure that the Notre Dame environment consistently reflects elements of Catholic Faith

Strategies

- 4.1 Codify essential elements of practices within the Catholic Faith.
- 4.2 Increase information and communicate to parents about the Catholic Faith and practices at Notre Dame High School.

Academic Growth Objectives & Strategies

Vision Statement

Notre Dame High School will provide a challenging and supportive environment through which students will deepen their faith and develop the knowledge, skills and values needed to become successful, life-long learners who act with integrity in a constantly evolving global community.

Objective 1: Academic Success

Increase academic success of all students enabling them to pursue their post-high school aspirations.

Strategies

- 1.1 Review and/or expand current curriculum to include additional advanced courses, additional elective courses, stronger interdisciplinary connections across the curriculum, and preparation for standardized college entrance tests.
- 1.2 Provide more non-traditional learning opportunities including online courses, blended learning, and experiential learning opportunities.
- 1.3 Revise Curriculum using a backward design approach that includes Common Core Standards.
- 1.4 Students will demonstrate a proficiency in communicating a clear understanding of Gospel values.
- 1.5 Students will demonstrate the ability to problem solve and think critically.

Objective 2: Learning Environment

Strengthen the learning environment to more effectively meet the needs of all learners and to foster the development of intrinsic motivation, personal responsibility, and academic integrity.

Strategies

- 2.1 Strengthen the implementation of differentiated instruction and differentiated assessment within the curriculum, instructional practices and assessment in each classroom.
- 2.2 Clearly define the Notre Dame student population by learning styles and challenges in order to strengthen the resources available to faculty and provide instruction that is responsive to student needs.
- 2.3 Strengthen the existing communication program to foster parental understanding of student learning styles and needs in order to allow parents to work as partners in the learning process.
- 2.4 Nurture an environment that demands student commitment, encourages student participation and responsibility, and promotes academic integrity by creating a shared school-wide vision that fosters independent thinking.
- 2.5 Students of varied learning styles and challenges will demonstrate academic success.

Objective 3: Global Citizenship

Increase the knowledge and awareness of the interdependence of diverse world cultures and strengthen the skills needed to become ethical, global citizens.

Strategies

- 3.1 Prepare Notre Dame students to become collaborative partners, ethical decision makers, creative problem solvers and independent, critical thinkers locally as well as globally.

Advancement Objectives & Strategies

Vision Statement

In order to build a secure future, Notre Dame High School will expand its resources by promoting opportunities that advance its mission, by identifying, informing and meaningfully involving people in the fulfillment of that mission, and by building partnerships to secure human and financial investment from all its constituents and friends.

Objective 1: Annual Giving

Achieve annual giving, (Fund for Notre Dame + events) goal of \$620,000 for the 2017 academic year, then plan incremental increases of 7% for the 2018 and 2019 school years (\$666,000 and \$705,000) and a 5% increase for the 2020 school year (\$740,000).

Strategies

- 1.1 Maintain the performance of the Annual Fund Appeal to gross \$520,000 through the end of the 2017-2018 academic year, and achieve increases for the next three years as stated above.
- 1.2 Achieve event revenue of \$100,000 through the 2017 academic year, \$110,000 for the 2018 and 2019 school years and \$115,000 for the 2020 school year.

Objective 2: Constituent Engagement and Cultivation

Strengthen and deepen the relationships the Advancement Office has with alumni.

Strategies

- 2.1 Develop and execute the plans to promote increased alumni engagement with the institution and with current students. To cultivate and solicit alumni, resulting in an increase in gift participation of 1% per year for the next three years.

Objective 3: Long-Range Capital and Endowment Needs

Provide for the long-range capital and endowment needs identified in the Strategic and Master Plans.

Strategies

- 3.1 Complete the public phase of the capital campaign for the auditorium renovation. Begin a major gifts campaign to fund the auditorium wing and plan for future phases of the Master Plan at the discretion of the Board of Governors.
- 3.2 Further explore opportunities for corporate partnerships and for corporate and foundation grants.
- 3.3 Continue to build a successful Planned Giving program.

Co-Curricular Programs Objectives & Strategies

Vision Statement

Notre Dame High School will provide a rich and diverse offering of co-curricular programs that reflect the values of the school to complement the academic offerings, allowing young women and men to realize their full potential and fostering a healthy and complete school environment.

Objective 1: Opportunities Offered

Provide and enhance healthy co-curricular programs that respond to student needs and interests and are aimed at deepening student involvement in the life of the school beyond the classroom.

Strategies

- 1.1 Develop opportunities for healthy and balanced participation of students in co-curricular activities.
- 1.2 Maximize opportunities for teachers to make curriculum connections with co-curricular offerings.
- 1.3 Strengthen the online information for all co-curricular activities.

Objective 2: Quality of Programs

Develop the resources required to provide quality space, materials, personnel, coaching support and adult direction for clubs, performing arts, academic competitions, service activities and athletics.

Strategies

- 2.1 Establish and publicize an annual process that fosters communication with the Board, the Administration, coaches and moderators regarding resources needed and anticipated, including facilities, to ensure the continued growth and expansion of co-curricular programs.

Objective 3: Program Values

Harmonize and communicate throughout the school community how the co-curricular programs embody Notre Dame's values, spirit and commitment to excellence, integrity and leadership.

Strategies

- 3.1 Create a statement of values desired for all Notre Dame co-curricular programs.
- 3.2 Create an induction program for all new coaches, directors and moderators.
- 3.3 Hire and evaluate coaches and moderators based upon factors including how they reflect the values of Notre Dame High School.
- 3.4 Create collaborative environments between coaches/moderators and students/parents that communicate clearly the programs' expectations regarding time commitment, level of participation, and ethical standards.
- 3.5 Identify in programs opportunities that encourage and foster leadership roles for students.

Objective 4: Student Support

Institute a comprehensive support structure with each student, their family and school personnel to encourage our students to actively identify their passions and skills, grow their interests, and optimize their high school experience by balancing their commitments in and outside of the classroom.

Strategies

- 4.1 Evaluate the possibility of supplemental academic services for students actively involved in co-curricular programs, such as after school tutoring sessions, structured study halls, and waiver of physical education requirements for athletes.

Facilities Objectives & Strategies

Vision Statement

Notre Dame High School will be good stewards of the building and grounds ensuring its physical attributes provide all users with a welcoming, safe, aesthetically pleasing, and inspiring learning environment which addresses its current and evolving needs while providing efficiencies and sustainability.

Objective 1: Environmental Safety

Maintain and improve the safety of the physical environment.

Strategies

- 1.1 Perform a comprehensive risk assessment of the plant and grounds and develop plans to address the safety needs identified.
- 1.2 Perform needed repairs identified in risk assessment.
- 1.3 Establish protocols for ongoing assessment and implementation of building security measures and procedures.

Objective 2: Preventive Maintenance

Care for the immediate and anticipated maintenance needs of the buildings and grounds.

Strategies

- 2.1 Develop a deferred maintenance plan encompassing the repair and replacement of building elements based on life expectancies.

Objective 3: Master Planning

Improve the capabilities of our learning environments by providing for current and future needs.

Strategies

- 3.1 Create a Master Site Plan with the input of all stakeholders to determine, address and prioritize our future facility.

Objective 4: Aesthetics

Enhance the interior and exterior aesthetics of the campus.

Strategies

- 4.1 Create a comprehensive plan to address interior and exterior aesthetic needs.

Objective 5: Sustainability

Establish operating procedures for maintenance efficiencies, and identify and utilize “green” initiatives for sustainability.

Strategies

- 5.1 Create and implement a plan for heating, electrical efficiencies and water use reduction.

Finance Objectives & Strategies

Vision Statement

Notre Dame High School will be a prudent and responsible steward of the resources entrusted to it. We maintain a stable budget, sound internal control procedures, and financial statements that demonstrate the integrity and efficient operations of the school. We will be a sound and viable school with a long-term financial strategy supporting our mission and contributing to full enrollment, while making investments in faculty, plant and programs.

Objective 1: Long-Term Financial Plan

Develop a long-term financial planning model that is aligned with the vision of the strategic plan of the school.

Strategies

- 1.1 Recommend budgeting sources for capital improvement projects.
- 1.2 Increase resources for tuition assistance and deferred maintenance accounts.
- 1.3 Benchmark expenses and identify cost-saving opportunities.
- 1.4 Establish a long-term tuition model.

Marketing Objectives & Strategies

Vision Statement

Notre Dame High School will be actively engaged at the core of informing and influencing secondary education decisions and financial support for the school.

Objective 1: Recruiting

Identify new markets and establish a more competitive foothold in our primary markets.

Strategies

- 1.1 Create a relationship marketing program to nurture existing enrollment targets.
- 1.2 Develop and establish new enrollment markets in financially capable, proximate, underrepresented locales and communities.
- 1.3 Develop and establish new admission procedures and timeline.
- 1.4 Partner with parents to advocate for students in districts where adequate busing is not provided and formulate alternative modes for providing transportation from those districts.

Objective 2: Internal Advocacy

Establish advocacy among all internal constituents to enhance allegiance to the school's mission.

Strategies

- 2.1 Develop and utilize internal communications vehicles to inform staff of marketing efforts.
- 2.2 Promote the qualifications of the faculty to the external community.

Objective 3: Community Awareness and Perception

Establish greater awareness of positive perceptions of Notre Dame's mission and community.

Strategies

- 3.1 Promote Notre Dame's belief in "educating the whole child" to the external community.
- 3.2 Establish Notre Dame-Community Partnerships and Outreach.

Objective 4: Diversity

Establish greater awareness of Notre Dame within underrepresented communities

Strategies

- 4.1 Present cultural events at Notre Dame.
- 4.2 Develop initiatives to recruit underrepresented students.

Human Resource Objectives & Strategies

Vision Statement

Notre Dame High School will recruit, develop and retain highly qualified administrators, faculty members and staff who are committed to Catholic education and to the mission of the school.

Objective 1: Relationship Structure

Create a legally sound and viable employer-employee relationship structure.

Strategies

- 1.1 Perform a risk analysis of current employment structures, policies and practices. Where gaps exist, develop legally sound and viable policies and practices to insure compliance with Diocesan and all applicable laws.

Objective 2: Compensation Structure

Create a compensation structure that is financially sound for the institution and that encourages the successful recruitment and retention of a quality staff.

Strategies

- 2.1 Identify and adopt a model that recognizes and rewards a faculty member's contribution to the institution in accordance with applicable laws, policies and practices.

Objective 3: Professional Growth

Create an environment that encourages professional growth among all employees and insures that employees are made current with the best practices in their given fields.

Strategies

- 3.1 Identify professional growth requirements and opportunities for all employees.

Objective 4: Succession Planning

Construct plans to insure cultural continuity and continued institutional growth and mission advancement

Strategies

- 4.1 Ensure continuity of leadership through succession planning.

Objective 5: Diversity

Notre Dame will strive to expand diversity in all forms consistent with the Notre Dame mission and support inclusion within our school community.

Strategies

- 5.1 Build diversity in the talent pool.
- 5.2 Build diversity and inclusion practices and procedures in the Notre Dame policy culture.

Support Services Objectives & Strategies

Vision Statement

Notre Dame High School will provide a safe and supportive environment for its families in order that students have the personal skills to learn and grow in a healthy environment.

Objective 1: Student Needs

Address the evolving holistic needs in the student population.

Strategies

- 1.1 Establish a program that provides for supportive services to students with substance and/or mental health issues.
- 1.2 Create opportunities to expand College and School Counseling services for students.
- 1.3 Implement an Advisory System in which, with the assistance of ongoing adult supervision, incoming students become successfully engaged in the academic, co-curricular, social and spiritual life of the Notre Dame Community.
- 1.4 Increase student preparation for college through the development of a College and School Counseling Curriculum.

Objective 2: Learning Support

Provide reasonable and effective learning support services.

Strategies

- 2.1 Provide reasonable support for all students including those with learning challenges.
- 2.2 Create opportunities for closer collaboration between content teachers and support staff.
- 2.3 Increase focus of counselor time and talent on academic preparation and social/emotional needs of individual students.
- 2.4 Increase parent and teacher understanding of their support role in the Guidance and College Counseling Process.

Technology Objectives & Strategies

Vision Statement

Notre Dame High School will ensure that all teachers and students have access to current technological tools and be able to utilize them to enhance their learning and analytical processes and enable them to function effectively within the twenty-first century global community.

Objective 1: Network Environment

Build and sustain a modern, scalable, robust and dependable infrastructure capable of supporting present and anticipated future needs.

Strategies

- 1.1 Enhance network core infrastructure.
- 1.2 Enhance and upgrade user community technology tools.

Objective 2: Instructional Technology

Create an environment in which all students will demonstrate growth in their proficiency with current and emerging technologies and all educators will model and promote the effective integration of technology and information literacy.

Strategies

- 2.1 Align the teaching of student technology competencies with content area learning outcomes.
- 2.2 Foster a supportive environment for teachers as they study, adapt and develop meaningful instructional strategies to enhance student learning.

Objective 3: Enhance Applications for Management Systems

Deploy, maintain and enhance management systems for school operations.

Strategies

- 3.1 Data security and policies.
- 3.2 Enhance data management systems.

Objective 4: Technology Support Services

Evaluate support needs to maintain desired level of technology use on campus.

Strategies

- 4.1 Expand technology capabilities through talent management planning and organizational analysis leading to execution of resource plan.