

**TRINITY CHRISTIAN SCHOOL**

**STRATEGIC PLAN**

**February, 2011**

## Table of Contents

	Page
Mission Statement & Vision Statement	3
Themes and Key Result Areas	4
Operational Plan for Year 1	7
Program Enhancement	7
Strengthening Our Communities	9
Financial Stewardship	10
Governance and Leadership	11
Human Resources	12
Facility Enhancement	13

### **Mission Statement**

Trinity Christian School partners with multi denominational families to equip our students with a balanced Christ centred education and a solid foundation for service in God's world.

### **Vision Statement**

As a vibrant member of the community, Trinity Christian School provides an innovative Christian learning environment that instills in our students a love for Christ and a passion of learning.

## FIVE – YEAR STRATEGIC PLAN

### THEMES AND KEY RESULT AREAS

**Theme:        Program Enhancement**

	Year
Technology Plan	1
Curriculum Priorities	1
Christian Living	2
Parental Curriculum Expectations	2
Communication Strategy and Plan	3
Specialized Program and Staff	4
Resource Program	4
School Day Structure	5
Extracurricular Programs	5
Student Recognition Program	5

**Theme:        Strengthening Our Communities**

Marketing Strategy	1
Public Relations Strategy	3
Community Service and Outreach	3
Parental Relationships	4
Volunteer Management	4
Alumni Development	4

**Theme: Financial Stewardship**

	Year
Tuition Model	1
Alternative Revenue Sources	2
Fundraising Strategy	2
Budget Procedures	3
Financial Communication	3
Long Range Financial Plan	4

**Theme: Governance and Leadership**

Governance Model	1
Administrative Structures	2
Committee Management	2
Policies and Procedures	2
Bylaws and Constitution	4
Board and Committee Communication	4

**Theme: Human Resource**

Professional Development	2
Staff Recruitment and Retention	3
Staff Compensation	4

**Theme: Facility Enhancement**

Campus Development Plan	1
Transportation Strategy	3

## Strategic Years

Year 1	February 2011 - December 2011
Year 2	January 2012 - December 2012
Year 3	January 2013 - December 2013
Year 4	January 2014 - December 2014
Year 5	January 2015 - December 2015

## Trinity Christian School Strategic Plan

### Year 1 Operational Plan

**Theme:        Program Enhancement**

### **Key Result Area #1 Technology Plan**

#### **Objective 1**

To develop a comprehensive school wide technology strategy

	Performance Indicator	Target
Goals		
1.1 - By creating a functional computer committee	Written list of Committee members to Board Chair	Feb 28/11
1.2 - By identifying the current hardware, software and licenses that exist in the school	Written inventory to Computer Committee	Apr 30/11
1.3 - By creating a school wide infrastructure map	Written map to Computer Committee	Apr 30/11
1.4 - By developing a philosophy of how technology will integrate into the instruction within the school	Written philosophy to Program Committee	Sept 30/11

Goals	Performance Indicator	Target
1.5 - By developing a philosophy of how technology will integrate into the administration of the school	Written philosophy to Program Committee	Sept 30/11
1.6 - By identifying and prioritizing the needs to fulfill the philosophy	Written needs to Program Committee	Dec 15/11

**Note: All written reports must be given to the Strategic planning coordinator**

## Key Result Area #2 Curriculum Priorities

### Objective 1

To prioritize curriculum expectations for the school

Goals	Performance Indicator	Target
1.1 - By creating a student graduate profile	Written profile to Program Committee	Apr 30/11
1.2 - By creating a two year plan for mapping the entire curriculum JK - 8	Written plan to Program Committee	Sept 30/11
1.3 - By beginning the implementing of the plan	Implementation begun	Oct 30/11

**Note: All written reports must be given to the Strategic planning coordinator**

**Theme: Strengthening Our Communities**

**Key Result Area #1 Marketing Strategy**

**Objective 1**

To develop a comprehensive marketing strategy

Goals	Performance Indicator	Target
1.1 - By creating an ad hoc marketing committee, with mandate	Committee in place with list of names to Board chair	Mar 10/11
1.2 - By investigating the options for developing a marketing study (internal, external, universities)	Written report to Ad hoc Committee	May 15/11
1.3 - By recommending, with rationale, to the Board a direction to proceed	Written recommendation to Board	May 30/11
1.4 - By Board making a decision on the recommendation	Written decision in Board minutes	June meeting
1.5 - By creating a marketing plan with timelines	Written timeline to ad hoc committee	Dec 1/11

**Note: All written reports must be given to the Strategic planning coordinator**

**Theme: Financial Stewardship**

**Key Result Area #1 Tuition Model**

**Objective 1**

To develop a socio-economic demographic model

Goals	Performance Indicator	Target
1.1 - By creating an ad hoc committee, with mandate	Committee in place with list of members names to Finance	Mar 30/11
1.2 - By conducting survey(s) to acquire information on tuition elasticity	Written report on surveys to ad hoc committee	June 1/11
1.3 - By analyzing the results against our current philosophy on tuition	Written analysis to ad hoc committee	Nov 30/11

**Note: All written reports must be given to the Strategic planning coordinator**

**Theme: Governance and Leadership**

**Key Result Area #1 Governance Model**

**Objective 1**

To implement the COO model

Goals	Performance Indicator	Target
1.1 - By creating an organizational structure and chart in line with the COO model to support school growth	Written structure and chart to Board executive	May 30/11
1.2 - By analyzing the administrative structure required for COO model	Written report to Board executive	May 30/11
1.3 - By submitting the structure and chart to Board for approval	Written decision made	Aug 30/11
1.4 - By determining the policies still required to go live with the COO model	Written list to Board executive	Sept 30/11
1.5 - By creating a transition plan from current to COO model	Written transition plan to Board executive	Dec 5/11

**Note: All written reports must be given to the Strategic planning coordinator**

**Theme: Facilities Enhancement**

**Key Result Area #1 Campus Development Plan**

**Objective 1**

To create a comprehensive campus development plan

Goals	Performance Indicator	Target
1.1 - By the Board reviewing the facility capital maintenance plan	Written report to Board	Mar 7/11
1.2 - By accumulating the information, to date, regarding the facility development	Written information to Facilities Committee	Apr 1/11
1.3 - By creating an exterior property development plan	Written plan to Facilities Committee	Sept 30/11
1.4 - By creating a comprehensive campus development plan for Board approval	Written plan to Board	Dec 10/11

**Note: All written reports must be given to the Strategic planning coordinator**