2.1.2 Progress Report for St. Croix Prep's Strategic Plan

5 year tracking sheet

Qtr 1	
Date and Year of Report	Qtr 1, 2026–2027 (covers committee meetings on Sep 22 and Oct 27, 2026)
Strategy (Example-1.1.A: Develop a K–12 Academic Excellence Framework)	2.1.A: Clarify and Align Schoolwide Expectations (Goal 2.1: A Cohesive, Safe, and Accountable "One School" Culture)
Action Plan (Example-Develop a written Academic Excellence Framework document)	Revise and refine the family handbook to articulate schoolwide cultural, behavior, and academic expectations (single-year Action Planning Team focus)
Leader Responsible	One School Culture Committee (lead [To confirm])

Overall Status

- ☑ **On Track** – Progress is occurring as planned
- ☐ **Some Concern** – Progress is occurring, but adjustments are needed
- ☐ **Off Track** – Significant barriers are affecting implementation
- ☐ **Completed** – Quarter or initiative expectations have been met

1. Executive Summary

In 3–5 sentences, summarize what occurred during this quarter. Identify the most important accomplishments, emerging concerns, and whether implementation is proceeding as planned.

Quarter Summary

The One School Culture Committee met on September 22 and October 27, 2026, to begin work on Strategy 2.1.A. The committee reviewed Goal 2.1 and the strategy, confirmed the single-year focus of revising the 2026–2027 Family & Student Handbook, and began identifying which handbook topics need to follow a One School approach. The team recorded proposed revisions for four sections: Academic Information, Attendance, Use of Technology, and Harassment, Bullying, Hazing. December topics will be: Dress Code and Student Discipline.

2. Describing Implementation

Briefly describe how the initiative is being implemented. Include relevant grade spans, departments, programs, staff groups, or phases of implementation. For this quarter, focus on what has actually begun or been completed rather than restating the original plan.

Implementation Update
The work is being carried out by the One School Culture Committee, a cross-division staff group (11 attendees on Sep 22; 9 on Oct 27). The initiative is in the handbook review phase: the committee is reviewing the 2026–2027 Family & Student Handbook section by section, using the St Croix Prep Goals and Strategies document as its reference, and recording proposed changes as action items. Proposed changes so far focus on consistent language across divisions and grade spans, such as splitting habitual-truancy language into K–6 and 7–12 and separating Lower, Middle, and Upper School wording in the Use of Technology section.

3. Monitoring Progress

Process Benchmarks

Report the quarter actions that were expected to occur. Indicate whether each benchmark was completed as planned.

Status Options: Not Started | In Progress | Met | Delayed | Revised

Process Benchmark	Person Responsible	Target Date	Status	Qtr Update / Evidence

Review handbook sections: Academic Information (p. 8) and Attendance (p. 15)	One School Culture Committee	9/22/26	In Progress	**Academic Information:** consider adding language on post-secondary endeavors; link the Upper School curriculum guide; **Attendance:** revise excused-absence language (especially grades 5–12) to stress the importance of all school; add “may include but not limited to” before the unexcused-absence list; split habitual-truancy language into K–6 and 7–12; link Washington County truancy information.
Review handbook sections: Use of Technology (p. 31) and Harassment, Bullying, Hazing (p. 32)	One School Culture Committee	10/24/26	In Progress	**Use of Technology:** add gradual release of responsibility statement and that failure to follow it results in disciplinary action; wording by LS/MS/US; address wearable technology. **Harassment, Bullying, Hazing:** add the reporting form link (stcroixprep.org/families) and add it to the drop-down menus.
Review handbook sections: Dress Code (p. 25) and Student Discipline (p. 29)	One School Culture Committee	12/15/26	Not Started	

Progress Summary	
What has gone well?	The committee began the section-by-section handbook review and recorded specific proposed revisions for four of the six sections identified.
What has been challenging?	The team has had several discussions around what needs to be split out between the three schools and when it should be information for the whole school.
Describe any benchmarks that needed revising.	We will want to revisit all of the sections we have worked through once we are done to make sure the tone and communication are aligned with the strategic plan goal.

4. Measuring Impact

Early Evidence of Change

Report any early evidence showing that implementation is beginning to affect practice, behavior, attitudes, systems, or student outcomes. Quarter evidence may be preliminary.

Early Evidence of Change Benchmark	Measure / Evidence Used	Person Responsible	Target Date	Status / Qtr Result
Clearly articulate shared behavioral norms, cultural expectations, and academic standards	Proposed handbook revisions in committee notes	One School Culture Committee	In progress	Revisions proposed for 4 of 6 sections; not yet adopted
Adopt consistent language across the school community	Proposed handbook revisions in committee notes	One School Culture Committee	In progress	Division-specific wording identified (attendance, technology); not yet adopted

What are we learning?	
What does the Qtr evidence suggest about whether the initiative is having its intended impact?	Too early to judge impact; Qtr 1 work is at the review and drafting stage. The review is identifying places where handbook language differs by division or grade span, which is what Strategy 2.1.A is meant to address.

Data not yet available	
Identify important outcome measures that will not be available until later in the year.	Adoption of the revised handbook language, and how it is communicated to students, families, and staff. A measure of whether the school community experiences consistent expectations has not yet been identified.

5. Resources Supporting Implementation

Identify significant people, time, materials, technology, professional development, or funding used during the quarter. Note any anticipated resource changes.

Resource	Existing Resource / Expanded Use	Reallocation or Reassignment	New Resource / Cost	Qtr Update / Notes
One School Culture Committee	Existing staff time (meetings Sep 22 and Oct 27)	None	None	Committee is completing the handbook review
2026–2027 Family & Student Handbook;	Existing plan	None	None	Used as the basis for the review

St Croix Prep Goals and Strategies				

Resource Concerns

- ☑ No additional resources anticipated at this time
- ☐ Additional resources may be needed
- ☐ Reallocation of existing resources is recommended
- ☐ Budget adjustment may be necessary

Explanation, if applicable:	

6. Communication Plan

Identify significant communication completed during the quarter and upcoming communication related to this initiative.

Communication / Audience	Person Responsible	Date	Status	Qtr Update / Next Step
Communication of changes to admin	Amy Kleinboehl	Q2	In progress	This report
Communication to admin team	Amy Kleinboehl	Q3	Not Started	
Communication to the board	Amy Kleinboehl	Q3	Not Started	

7. Challenges, Risks, and Adjustments

Identify any barriers or emerging issues that could affect successful implementation. Explain what is being done in response.

Challenge / Risk	Impact on Initiative	Response / Adjustment
Length of the document	Messaging can often be lost in documents of this length	None at this time, but rather something to keep in mind.
Creating an alignment with the different levels of leadership after our committee has drafted proposed changes		

If no significant concerns exist, state: **No significant barriers have been identified at this time.**

8. Priorities for next quarter

Identify the 3–5 most important actions or outcomes expected during the next reporting period.

Next Quarter Priority	Person Responsible	Target Date
1. Finish reviewing handbook	One School Culture Committee	Q2
2. Share proposed changes with principals and admin	Amy Kleinboehl	Q2
3. Share with school board	Amy Kleinboehl	Q3

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9. Board-Level Summary

Overall Quarter Assessment:

- ☑ On Track
- ☐ Some Concern
- ☐ Off Track
- ☐ Completed

One key accomplishment the Board should know	The members of the committee represent every division of our school. This has allowed us to have some great discussions and ask great questions.
One issue or decision the Board should be aware of	None at this time.

Board action needed at this time:

- ☑ None
- ☐ Information/Discussion
- ☐ Policy Direction
- ☐ Budget/Resource Approval