

National Standards and Benchmarks for Effective

Catholic Elementary and Secondary Schools

Rubrics for Benchmarks

Standard 1 : An excellent Catholic school is guided and driven by a clearly communicated mission that embraces a Catholic Identity rooted in Gospel values, centered on the Eucharist, and committed to faith formation, academic excellence and service.

Benchmark: 1.1

The governing body and the leader/leadership team ensure that the mission statement includes the commitment to Catholic identity.

Level 4 Exceeds Benchmark	The mission statement explicitly and unequivocally proclaims that the school's pervasive commitment is to fostering Catholic identity.
Level 3 Fully Meets Benchmark	The governing body and the leader/leadership team ensure that the mission statement includes the commitment to Catholic identity.
Level 2 Partially Meets Benchmark	The mission statement uses generically Christian language to allude to the school's commitment to Catholic identity.
Level 1 Does Not Meet Benchmark	The mission statement does not communicate commitment to Catholic identity.
Possible Sources of Evidence	<ul style="list-style-type: none">• The mission statement contains language that unmistakably identifies the school as Catholic• Source documents for mission development demonstrate commitment to Catholic identity• Brochures, PR materials, websites reflect the mission of the Catholic identity of the school• Teacher and principal orientation materials contain explicit articulation of the commitment to Catholic identity

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Benchmark: 1.2

The governing body and the leader/leadership team use the mission statement as the foundation and normative reference for all planning.

Level 4 Exceeds Benchmark	The governing body and the leader/leadership team consistently start with the mission statement at the beginning of all planning efforts, and refer to the mission statement frequently during the planning process. The mission statement is used not only as a reference but as the basis for reviewing or adopting policies, procedures, programs, practices and in daily decision making.
Level 3 Fully Meets Benchmark	The governing body and the leader/leadership team use the mission statement as the foundation and normative reference for all planning. Major planning efforts explicitly reference the mission at the beginning of planning and throughout.
Level 2 Partially Meets Benchmark	The governing body and the leader/leadership team occasionally refer to the mission statement during some planning efforts. When policies and procedures are reviewed, connection to mission must be inferred.
Level 1 Does Not Meet Benchmark	The mission statement is not used as a foundation and normative reference for all planning.
Possible Sources of Evidence	<ul style="list-style-type: none">• Materials for strategic planning meetings, accreditation meetings and other planning efforts show that such efforts start with the mission statement• School Advisory Board and subcommittee meetings use the mission statement as the underpinning of all policy recommendations• Informative materials regarding new programs, etc., show connection to the mission

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Benchmark: 1.3

The school leader/leadership team regularly calls together the school's various constituencies (including but not limited to faculty and staff, parents, students, alumni(ae)) to clarify, review and renew the school's mission statement.

Level 4 Exceeds Benchmark	The school leader/leadership team establishes and maintains a well-communicated process for annually reviewing, clarifying, and renewing the school's mission statement in consultation with the school's various constituencies.
Level 3 Fully Meets Benchmark	The school leader/leadership team regularly calls together the school's various constituencies (including but not limited to faculty and staff, parents, students, alumni(ae)) to clarify, review and renew the school's mission statement.
Level 2 Partially Meets Benchmark	The school leader/leadership team includes the school's various constituencies in clarifying, reviewing and renewing the school's mission statement occasionally within several years, usually in preparation for a pending event, such as accreditation.
Level 1 Does Not Meet Benchmark	The school leader/leadership team does not call together the school's various constituencies (including but not limited to faculty and staff, parents, students, alumni(ae)) to clarify, review and renew the school's mission statement.
Possible Sources of Evidence	<ul style="list-style-type: none">• Minutes and dates of meetings with constituents• Minutes and dates of subcommittee meetings concerning mission• Job descriptions of leader/leadership team that includes regular review of mission statement• Surveys from constituents as part of mission statement review process

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Benchmark: 1.4

The mission statement is visible in public places and contained in official documents.

Level 4 Exceeds Benchmark	The mission statement is highly visible throughout the school, appearing in every classroom as well as on written and electronic communications and on the school website, apps, and school social media sites. All constituents can easily and quickly access a visible copy of the mission statement.
Level 3 Fully Meets Benchmark	The mission statement is visible in public places and contained in official documents.
Level 2 Partially Meets Benchmark	The mission statement is only displayed in a few public places and a few official documents.
Level 1 Does Not Meet Benchmark	The mission statement is not visible in public places or on official documents.
Possible Sources of Evidence	<ul style="list-style-type: none">• Official stationary and electronic signatures of the leader/leadership team contain the mission statement• The mission statement is posted in the front office and in classrooms.• Event programs display the mission statement• All media in use and all web related documents display the mission statement

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Benchmark: 1.5

All constituents know and understand the mission.

Level 4 Exceeds Benchmark	Virtually everyone in the school community can recite the mission statement, clearly explain the mission of the school, and give concrete examples of how it is implemented in the school.
Level 3 Fully Meets Benchmark	All constituents know and understand the mission. School leaders work to ensure that every group of constituents can articulate and explain the mission.
Level 2 Partially Meets Benchmark	Only some constituents know and understand the mission.
Level 1 Does Not Meet Benchmark	Most constituents do not know or understand the mission.
Possible Sources of Evidence	<ul style="list-style-type: none">• The mission statement is recited by the school community at every appropriate gathering (assemblies, awards announcements)• Students, parents, teachers and alumni are able to articulate to prospective parents and community members the mission of the school• Orientation programs for incoming students and families demonstrate proper emphasis on the importance of the school's mission• Open house programs display the mission statement• Other program agendas for parents or alumni display the mission statement