

MILLTOWN PUBLIC SCHOOLS

Strategic Plan

2016-2019

YEAR ONE: 2016-2017

YEAR TWO: 2017-2018

YEAR THREE: 2018-2019

Parkview School



Joyce Kilmer School



Board approval: November 21, 2016

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STRATEGIC FOCUS AREAS

Domain 1: Academic Excellence

Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes

Objective 1: Monitor and analyze inclusion programming at Parkview and Joyce Kilmer and assess budgetary implications for the maintenance and expansion of the model.

Objective 2: Plan and implement professional development associated with inclusive education models within the district.

Goal 2: Examine and explore the data surrounding homework, grading, and summer programs and the impact on the academic mindset.

Objective 1: Take inventory of current practices regarding homework, grades, and summer programs and make recommendations to modify these practices in order to enhance intrinsic motivation within students.

Domain 2: Adapt to Change

Goal 1: To explore options and challenges associated with providing full day kindergarten

Objective 1: To identify space to provide full day kindergarten

Objective 2: To identify personnel and program needs for full day kindergarten

Goal 2: To develop strategies to hire and retain highly effective personnel

Objective 1: To provide adequate funding for competitive personnel compensation

Domain 3: Communication and Technology

Goal 1: Social media platform for sharing information.

Objective 1: Establish 2 social media feeds on District website

Goal 2: District website update

Objective 1: User friendly navigation

Domain 4: Life Long Learning

Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs

Objective 1: Achieve Green Ribbon status

Objective 2: Investigate strategies that allow for more environmentally responsible practice

Goal 2: Offer additional Articulation Time for Teachers

Objective 1: Establish additional sessions of professional articulation time

YEAR ONE

September 2016 to June 2017

Domain 1: ACADEMIC EXCELLENCE	
Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1a: Monitor and analyze inclusion programming at Parkview and Joyce Kilmer and assess budgetary implications for the maintenance and expansion of the model	
Activity	Timeline
Gather information of students with IEPs in general education classes separated by grade level, subject, and amount of time in general education for the previous school year (2015-16).	02/2017
Gather information of students with IEPs in general education classes separated by grade level, subject, and amount of time in general education for the 2016-17 school year.	02/2017
Send out a survey to staff and parents related to co-teaching.	02/2017
Review allocations of funds within Special Education and make adjustments to programming, if needed, for the remainder of the 2016-17 school year based on survey data.	02/2017
Build 2017-18 budget to reflect recommendations based on survey data.	02/2017
Domain 1: ACADEMIC EXCELLENCE	
Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1b: Plan and implement professional development associated with inclusive education models within the district	
Activity	Timeline
Review the current supports being provided by Chelsea Tracy-Bronson and make recommendations for the 2016-17 for continued professional development.	02/2017
Plan professional development budget to support co-teaching and inclusion during the 2017-18 school year.	02/2017
Set schedule for professional development for the 2017-18 school year.	06/2017

Domain 1: ACADEMIC EXCELLENCE	
Goal 2: Examine and explore the data surrounding homework, grading and summer programs and the impact on the academic mindset.	
Objective 1: Take inventory of current practices regarding homework, grades, and summer programs and make recommendations to modify these practices in order to enhance intrinsic motivation within students.	
Activity	Timeline
Gather current and suggested homework policies and grading per grade level and content specialty.	02/2017
Create survey related to homework, grades, and summer programs for students.	02/2017
Hold a forum for parents and staff to speak about homework and grading practices.	06/2017
Research what neighboring districts are doing in the summer	06/2017

Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1a: To identify space to provide full day kindergarten	
Activity	Timeline
Administration completes a survey of existing facilities and offer suggestions on how to utilize existing space	02/2017
Examine possibilities of expanding space/facilities	06/2017
Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1b: To identify personnel and program needs for full day kindergarten	
Activity	Timeline
Explore current personnel, projected enrollment, and program needs	02/2017
Examine possibilities of expanding curriculum and personnel to meet projected needs	06/2017
Domain 2: ADAPT TO CHANGE	
Goal 2: To develop strategies to hire and retain highly effective personnel	
Objective 1: To provide adequate funding for competitive personnel compensation	
Activity	Timeline
Review current salaries and guide structure to identify inequalities	09/2016
Provide proposals for competitive personnel compensation	02/2017
Begin implementation of Board approved solutions	06/2017

Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 1: Social media platform for sharing information	
Objective 1: Establish 2 social media feeds on District website	
Activity	Timeline
Investigate security and restrictions	02/2017
Twitter and Facebook Review social media policies for Board of Education	02/2017
Review social media guide survey	02/2017
Review examples of social media feeds	02/2017
Develop a schedule to know what to tweet and post on Facebook ex. Pep rally; excerpts from the school newsletter; student recognition; Jeopardy, Veterans luncheon; tournament wins and Career Day Import Board information; information related to Domains	02/2017
Establish Twitter and Facebook accounts	02/2017
Honeywell link to Twitter and Facebook	06/2017
Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 2: District website update	
Objective 1: User friendly navigation	
Activity	Timeline
Mobile friendly	02/2017
Review data of top hit pages to determine most-Google analytics	02/2017
Post photos of Board of Education and PTA Board	02/2017
Purchase Canra or similar software to help with photos and images for website	02/2017
Consider size of photo banner to make it easier to post photos	02/2017
Links that provide general information-Quick links	06/2017
Diagram drop downs and pages to reorganize district and school homepages	06/2017
Review new template and release	06/2017
Link a search bar	06/2017
Link social media links	06/2017

Universal textbook/workbook link	06/2017
Items such as PTA, MEF, should also be populated to all pages (district and schools)	06/2017

Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1a: Achieve Green Ribbon status	
Activity	Timeline
Organize ECO Team Action team of students, staff, and community members which will meet approximately 8 times year	02/2017
Students conduct energy audits of most of the classrooms in the schools	02/2017
Green team students will update Green mission statement and create an action plan to reduce energy use	02/2017
Green Clubs will implement low cost energy reducing plans in schools	06/2017
Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1b: Investigate strategies that allow for more environmentally responsible practice	
Activity	Timeline
Research and apply for grants to remediate run off through pervious surface construction	06/2017
Meet with Rutgers Water Resources staff for advice and assistance	06/2017
Investigate strategies to reduce standing water on Joyce Kilmer playground so that students get more outside play and exercise	06/2017
Domain 4: LIFE LONG LEARNERS	
Goal 2: Offer additional Articulation Time for Teachers	
Objective 1: Establish additional sessions of professional articulation time	
Activity	Timeline
Introduce concept of additional quarterly articulation time to teacher leaders and gain input and feedback on proposed ideas to gain more articulation time.	02/2017
Dedicate funds to cover the costs of substitutes for one half day to monitor students attending assemblies	02/2017
Brainstorm agenda of goals to accomplish during additional articulation time with grade level and middle school department chairpersons.	06/2017

YEAR TWO

July 2017 to June 2018

Domain 1: ACADEMIC EXCELLENCE	
Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1a: Monitor and analyze inclusion programming at Parkview and Joyce Kilmer and assess budgetary implications for the maintenance and expansion of the model	
Activity	Timeline
Send out a survey to staff and parents related to co-teaching.	02/2018
Review allocations of funds within Special Education and make adjustments to programming, if needed, for the remainder of the 2017-18 school year based on survey data.	02/2018
Build 2018-19 budget to reflect recommendations based on survey data.	02/2018
Domain 1: ACADEMIC EXCELLENCE	
Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1b: Plan and implement professional development associated with inclusive education models within the district	
Activity	Timeline
Review PD schedule for inclusion training and revise, if needed	10/2017
Review the current supports, providers and trainers and make recommendations for the 2017-18 for continued professional development.	02/2018
Set schedule for professional development for the 2018-19 school year.	06/2018

Domain 1: ACADEMIC EXCELLENCE	
Goal 2: Examine and explore the data surrounding homework, grading and summer programs and the impact on the academic mindset.	
Objective 1: Take inventory of current practices regarding homework, grades, and summer programs and make recommendations to modify these practices in order to enhance intrinsic motivation within students.	
Activity	Timeline
Make recommendations related to homework, grades, and summer programs for the 2017-18 school year, and summer 2018 based on survey analysis and input during forum	10/2017
Review current practices related to technology and assess ways to increase academic summer experiences, with the use of technology.	02/2018
Create a home/school technology policy for students in need of technology during the summer in order to take part in summer programs.	06/2018

Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1a: To identify space to provide full day kindergarten	
Activity	Timeline
Present proposals to Bard Finance and Facilities Committees for consideration	10/2017
Consider budget options to establish possible full-day Kindergarten for September 2018	02/2018
Finalize decision on space needs	06/2018
Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1b: To identify personnel and program needs for full day kindergarten	
Activity	Timeline
Present proposals to Board Personnel, Curriculum and Finance Committees for consideration	10/2017
Consider budget options to provide personnel and program	02/2018
Finalize decision on personnel and programs for full day Kindergarten	06/2018

Domain 2: ADAPT TO CHANGE	
Goal 2: To develop strategies to hire and retain highly effective personnel	
Objective 1: To provide adequate funding for competitive personnel compensation	
Activity	Timeline
Assess progress and discuss implementation of additional remedies	10/2017
Budget for Board approved remedies	02/2018
Complete implementation of Board approved solutions	06/2018

Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 1: Social media platform for sharing information	
Objective 1: Establish 2 social media feeds on District website	
Activity	Timeline
Re-tweet other relevant posts	02/2018
Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 2: District website update	
Objective 1: User friendly navigation	
Activity	Timeline
Webmaster stipend position	10/2017
Upload worksheets	10/2017
Create and roll out an app – STEM clubs	06/2018

Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1a: Achieve Green Ribbon status	
Activity	Timeline
Both schools will celebrate their energy conservation accomplishments at a public event on Earth Day with artwork, poetry, music and news articles	06/2018
Green Team Gardens will focus on spring greens so that students can enjoy them during the school year.	06/2018

Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1b: Investigate strategies that allow for more environmentally responsible practice	
Activity	Timeline
Investigate donations from local businesses to supplement cost	10/2017
Consult with Middlesex County Master Gardeners about playground surface remediation techniques	10/2017
Continue to monitor grants	10/2017
Apply for grants to get new filtered water fountains that can fill reusable bottles	10/2017
Investigate alternatives to Styrofoam products in the lunchroom	02/2018
Investigate installation of new water fountains in each school to reduce disposable water bottles in school	02/2018
Domain 4: LIFE LONG LEARNERS	
Goal 2: Offer additional Articulation Time for Teachers	
Objective 1: Establish additional sessions of professional articulation time	
Activity	Timeline
Suggest dates for additional articulation time during the 2017-18 school year	10/2017
Communicate with PTA to schedule assembly programs for dates	10/2017
Investigate organizations that will sponsor assemblies	10/2017
Research assemblies that can focus on energy and connect to Green Team goals and support NGSS across the curriculum	10/2017
Schedule one assembly where subs can cover for teacher articulation	06/2018

YEAR THREE

July 2018 to June 2019

Domain 1: ACADEMIC EXCELLENCE	
Goal 1: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1a: Monitor and analyze inclusion programming at Parkview and Joyce Kilmer and assess budgetary implications for the maintenance and expansion of the model	
Activity	Timeline
Send out a survey to staff and parents related to co-teaching.	02/2019
Review allocations of funds within Special Education and make adjustments to programming, if needed, for the remainder of the 2018-19 school year based on survey data	02/2019
Build 2019-20 budget to reflect recommendations based on survey data.	02/2019
Domain 1: ACADEMIC EXCELLENCE	
Goal 2: Enhance the co-teaching model to further accommodate the needs of students with disabilities in general education classes	
Objective 1b: Plan and implement professional development associated with inclusive education models within the district	
Activity	Timeline
Review 2018-19 PD schedule for inclusion training and revise, if needed	10/2018
Domain 1: ACADEMIC EXCELLENCE	
Goal 2: Examine and explore the data surrounding homework, grading and summer programs and the impact on the academic mindset.	
Objective 1: Take inventory of current practices regarding homework, grades, and summer programs and make recommendations to modify these practices in order to enhance intrinsic motivation within students.	
Activity	Timeline
Create survey related to homework, grades, and summer programs for students.	02/2019
Make recommendations related to homework, grades, and summer programs for the remainder of the 2018-19 school year and summer 2019.	02/2019

Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1a: To identify space to provide full day kindergarten	
Activity	Timeline
Full day Kindergarten is realized for the 2018-19 school year	10/2018
Domain 2: ADAPT TO CHANGE	
Goal 1: To explore options and challenges associated with providing full day kindergarten	
Objective 1b: To identify personnel and program needs for full day kindergarten	
Activity	Timeline
Full day Kindergarten is realized for the 2018-19 school year	10/2018

Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 1: Social media platform for sharing information	
Objective 1: Establish 2 social media feeds on District website	
Activity	Timeline
Informal conversations to revisit what is what is missing	10/2018
Retool communication approach	02/2019
Domain 3: COMMUNICATION & TECHNOLOGY	
Goal 2: District website update	
Objective 1: User friendly navigation	
Activity	Timeline
Review analytic data to revise navigation as needed	10/2018
Revise site	02/2019

Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1a: Achieve Green Ribbon Status	
Activity	Timeline
Receive NJ Eco-Schools Green Flag Award	10/2018

Domain 4: LIFE LONG LEARNERS	
Goal 1: To support environmental responsibility through the district Green Team and school Green Clubs	
Objective 1b: Investigate strategies that allow for more environmentally responsible practice	
Activity	Timeline
Native plants are planned to increase biodiversity of the school grounds	10/2018
Native plants are planted on school grounds	06/2019
Domain 4: LIFE LONG LEARNERS	
Goal 2: Offer additional Articulation Time for Teachers	
Objective 1: Establish additional sessions of professional articulation time	
Activity	Timeline
Suggest dates for additional articulation time during the 2018-19 school year	10/2018
Communicate with PTA to schedule assembly programs for dates	10/2018
Brainstorm agenda of goals to accomplish during additional articulation time with grade level and middle school department chairpersons	10/2018