

# STRATEGIC PLANNING GOALS ACTION PLAN

## Goal #1 – Student Success

**Goal #1:** To provide a well-rounded educational experience for our students through a curriculum that addresses social-emotional learning, the use of data to inform decisions and the development of staff expertise.

**Objective #1:** Create a plan to update curriculum and obtain resources to deliver NJ Standards to students of all abilities.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Create a 5 year rotating schedule to evaluate and update curriculum materials as needed.	Administration, Director of Curriculum, Superintendent	Administrative collaboration	2016-2017 school year	Creation of the five year rotating schedule.
Evaluate curriculum material per the 5 year rotating schedule.	Administration, Director of Curriculum, Teachers	Funding for PD hours and resources as needed	2016-2021	Updated curriculum materials (i.e. series) as needed per the 5 year rotating schedule. Pilot programs for respective academic areas.
Annually evaluate and update all curriculum.	Administration, Director of Curriculum, Teachers	Funding for PD hours	2016-2021	Annually updated curriculum.

**Objective #2:** Facilitate a professional development plan to allow for staff collaboration, exploration of best practices and development of expertise in teaching.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Build capacity for professional dialogue among faculty, staff and administration focused on professional development and data analysis.	Administration, Director of Curriculum, Teachers	Funding for PD hours and schedule	2016-2021	Revised schedule (17-18). PLC meeting schedule (16-21). Data driven teacher articulation meetings (17-21). Explore products that facilitate timely and high quality data analysis (16-17).
Increase the implementation and effectiveness of differentiated instruction (DI) in all classrooms.	Administration, Director of Curriculum, Superintendent	Funding for PD hours and teacher observations	2016-2021	Review and assess current implementation of DI through teacher observations (16-17). Provide PD for staff, implement and monitor practice (17-21).
Identify "Power Goals" that are essential to students' current and future academic growth at each grade level.	Administration, Director of Curriculum, Teachers, Superintendent	Funding for PD hours and data analysis, research standards	2017-2021	Increased teacher knowledge of standards and essential learning through PD (17-18). K-8 Matrix of "Power Goals" by grade.

**Objective #3:** Explore new ways to allow for the social-emotional development of students.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Research character education, substance abuse and social-emotional learning programs.	Director of Curriculum, Administration, Guidance, Staff	Internet research and school visitations	2016-2021	Research and pilot potential programs to assess effectiveness (16-18). Increased character education and social-emotional programming (17-21).
Evaluate current character education programming, such as Renaissance, and explore opportunities for expansion.	Administration, Guidance, Teachers	Existing programs focused on social-emotional development	2017-2021	Potential expansion of currently existing programming to recognize and benefit from their fullest potential (17-18). Review of current programs (16-17). Pilot potential programs (18-19).
Expand innovation program options for all students (i.e. Robotics, YE, drama)	Administration, Director of Curriculum, Teachers, Superintendent	Funding for programming, internet research, school visits, student interest survey	2016-2021	Increased programming options for varying student interests. Research current programming extension (16-18) Student interest survey (17-18) Implement and monitor new programming (18-21)

**Objective #4:** Gather and use relevant data to inform decisions for students and programs.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Review accelerated/enrichment program.	Administration, community, teachers	Research best practice, community survey	2016-2017	Potentially revised program.
Develop Response To Intervention (RTI) process.	Director of Curriculum, Administration, Superintendent	Funding for PD hours Research professional literature	2016-2021	Research and implement program (16-18) Systemic understanding of RTI by all staff (17-21) Schedule to allow implementation of interventions (17-21) Monitor and adjust as needed (18-21)

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## Goal #2 –Safety & Security

**Goal #2:** Continue to be proactive with regard to the ever-changing safety and security needs and requirements of our district.

**Objective #1:** Continue enhanced professional development for the staff and administration specific to safety and security.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Remain current in best practices relating to emergency management.	Superintendent Administration, Staff	NJDOE, ETTC, internet research	Ongoing	Certificates of attendance/completion. Cross training faculty and staff.
Review current security measures.	Administration, Superintendent	Funding renewal of licenses and maintenance, Northfield PD	2016-2021	Room number signage is up and visible, cameras and communication devices are in good working order (16-18), annual update of MOA, regular Emergency Management committee meetings, Monthly emergency drills.

**Objective #2:** Develop a traffic and circulation enforcement plan for drop-off and pick-up of students.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Monitor and enforce drop off and pick up procedures and communicate them with the community.	Administration, Staff	Duty schedule	2016-2021	Staff duty training (annually). Remind parents during BSN and orientation (17-21).
Create updated videos on drop off and pick up procedures and share with community.	Administration	Video equipment, website, studio	2016-2021	Create updated videos (17-18). Share videos through website (17-21).

**Objective #3:** Review school perimeter access points.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Perform inventory of camera positions and entry points.	Administration, IT Director, Staff, NPD Superintendent	Camera location map, NPD	2016-2021	Documentation of desktop meetings/exercises. Updated camera location map (16-18). Increased number or quality of cameras, as needed (17-18).
Evaluate physical access points onto school property.	Administration, NPD, Staff	Map of grounds	2016-2021	Create map of access points (16-18). Documentation of desktop meetings/exercises.
Assess Door 6 external identification capacity.	Administration, IT Director, Staff, NPD Superintendent	Research security products	2016-2018	Review and assessment of door 6 procedures (16- 18). Identified options of security equipment (17-18).

**Objective #4:** Research additional programs for the health, safety and welfare of the students (i.e. DARE, SADD).

<b>Major Activities</b>	<b>Participants</b>	<b>Resources</b>	<b>Timelines</b>	<b>Indicators of Success</b>
Assess current programming available to students.	Administration, Guidance, Superintendent	NJDOE, program vendors, grants	2016-2018	Summary of current programs (17-18).
Conduct a needs assessment regarding student health, safety and wellness through surveys.	Administration, Guidance, IT Director	Internet survey tools, website, community	2016-2021	Conduct survey (16-18). Data analysis of survey results (17-18). Updated programming as driven through survey data analysis (18-21).
Research the potential of employing Class 3 officers.	Board of Education, Superintendent	NPD, NJDOE	2016-2018	Executive summary of research (17-18).
Research anonymous reporting technology.	Administration, IT Director	Internet research, NJDOE, vendors	2016-2018	Summary of available technology (16-17). Adoption of anonymous reporting technology available to all students and community (17-19).

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## Goal #3 – Finance

**Goal #3:** Practice fiscal responsibility to fund student success.

**Objective #1:** Pursue alternative funding, including marketing our tuition program.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Increase advertising of the tuition program.	Board of Education, Superintendent	Website, external marketing channels	2016-2018	Creation of a marketing plan that could include social media (16-18). Creation of an advertising product (i.e. commercial) to be shared with neighboring communities (17-18). Increased tuition inquiries and enrollment.
Explore opportunities to sell outdated technology and/or materials.	Administration, IT Director, Business Administrator, Superintendent	Govdeals.com, internet research	2016-2021	Creation of outdated technology and materials (16-18). Develop technology update schedule (16-18). Implement and monitor update schedule (17-21). Inventory turnover. Sales revenues.
Conduct research of external funding opportunities for public schools.	Superintendent	NJDOE, community, staff	2016-2021	Executive summary of research (17-18). Potential proposals to the Board of Education.

**Objective #2:** Manage Capital and Maintenance reserves to maintain and improve facilities and infrastructure.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Continue to maintain a capital and maintenance improvement schedule.	Business Administrator, Superintendent	Capital and maintenance reserves, annual audit	2016-2017	Annual report from district hired auditors. Annual and semi-annual audit reviews with Atlantic County Board of Education.
Monitor and manage reserve balance with attention to political climate.	Business Administrator, Board of Education, Superintendent	NJDOE, professional associations (NJSBA, NJASA)	2016-2021	Fiscally responsible reserve balances.

**Objective #3:** Investigate grant writing opportunities (NJSBA, NJ Clean Energy, ATLANTICCARE).

Major Activities	Participants	Resources	Timelines	Indicators of Success
Maintain and seek to increase the number of grant applications and awards.	Administration, Director of Curriculum, Superintendent	NJDOE and Federal Grants	2016-2021	Develop a log of grant applications (17-18). Increase in number of grant applications and awards.
Explore the potential of creating a self-funded grant writing position.	Board of Education, Superintendent	Research and cost analysis	2017-2018	Conduct research (16-18). Executive summary of the research (17-18).

**Objective #4:** Explore sharing opportunities (shared services).

Major Activities	Participants	Resources	Timelines	Indicators of Success
Collaborate with surrounding districts to identify mutually beneficial sharing opportunities.	Business Administrator, Superintendent	Inter-district collaboration	2016-2021	Set necessary meetings for collaboration (17-18). Notes of inter-district collaboration. Entering into shared service relationships that benefit Northfield students and community.
Explore the potential to apply for grants with other districts.	Business Administrator, Superintendent	NJDOE, Federal Grants, inter-district collaboration	2016-2021	Set necessary meetings for collaboration (17-18). Increase in grants awarded.

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## Goal #4 – Community/Parental Involvement

**Goal #4:** To continue to facilitate and refine open lines of communication between the district, families and community to maximize educational opportunities for NCS students.

**Objective #1:** Increase parental awareness and understanding of school programs.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Develop a recruitment plan to increase community volunteers in our schools.	Administration, Teachers, Superintendent	Parents and community, Teachers, Administration	2017-2018	Creation of recruitment plan (17-18). Increased volunteer opportunities in our schools. Posting of volunteer needs on the website.
Create a volunteer search committee.	Administration, Teachers	Website, interest surveys	2017-2019	Identified individuals for the committee (17-18). Schedule of committee meetings (17-18). Posting of volunteer needs on the website (17-19). Increased volunteers in our schools.
Develop parent training nights.	Administration, Teachers, Superintendent	Interest surveys, website, Connect-Ed messaging.	2017-2021	Development of community needs survey (17-18). Create and deliver training opportunities (17-21). Create videos of training sessions to post on the website.

**Objective #2:** Continue to strengthen and grow community relationships and involvement.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Increase school relationships with local businesses and organizations.	Administration, Teachers, Superintendent	Funding for visitations, website, schedule	2016-2021	Grades 8 & 4 ID 1 business to partner with (17-18). Grades 7-8 & 3-4 ID 1 business to partner with (18-19). Grades 6-8 & 2-4 ID 1 business to partner with (19-20). Grades 5-8 & 1-4 ID 1 business to partner with (20-21).
Provide opportunities for additional Community Education programming.	Community Education Director, Administration, Business Admin.	Interest survey, website	2016-2021	Conduct interest surveys of the community to understand their needs and interests (17-18). Implement programming per survey results (18-21).
Develop strategies to attract parental involvement sensitive to district diversity.	Administration, Teachers	NJDOE, PD	2016-2021	Identify district diversity and create plan to attract parental involvement (16-20). Increase in parental involvement representation commensurate with diversity of the district.
Increase opportunities for our students to engage in community events.	Administration, Teachers, Superintendent	Funding for visitations, community	2017-2021	Grades 1-8 each identify one project to benefit the community (17-19). Present the completed projects to the community.

**Objective #3:** Revamp district website to be more user-friendly, interactive and informative.

Major Activities	Participants	Resources	Timelines	Indicators of Success
Conduct a needs assessment for a new website platform.	Board of Education, Administration, IT Director Superintendent	Board of Education, vendors, Administration	2016-2017	Collaboration about website needs (16-17) Identify vendors that can efficiently and effectively provide the desired components (16-17).
Research and recommend a new website platform.	Administration, IT Director, Business Administrator, Superintendent	Vendors	2016-2017	Recommendation of a website to the Board of Education. Approval to purchase from the Board of Education.
Introduce new website to the community through parent training class offerings and online tutorials.	Administration, IT Director, Superintendent	Website, parent training meetings	2017-2018	Schedule of training classes for the community. Creation of online tutorial manuals.
Maintain current website information.	IT Director, Teachers, Administration, Superintendent	website	2017-2021	Information on the district website is updated and user friendly.