

# ACTION PLAN # 1.1

## Student Achievement

**GOAL # 1.1: Every student in PreK-12 from the tri-borough area will graduate with the skills necessary to pursue the post-secondary option of their choice.**

***Objective: Prepare students to meet challenging academic standards based on the common-core that provides them with the skills necessary to pursue a post-secondary option of their choice.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Review each districts data sources. Sample Assessments that include but not limited to., *STAR *Benchmarks *NJASK *PARCC	Curriculum consortium of administrative tri-district staff	*Data from assessments  *Instructional technology	At least 3 times per year ( Fall, Winter, Spring)	*Meeting agendas *Meeting minutes * Professional development opportunities
Develop a tri-district teacher leadership articulation group to review and share data and instructional strategies.	Administration Staff determines their leaders	*Time for articulation *Money for substitutes	At least twice a year	*Meeting agendas *Meeting minutes * Professional development opportunities
Shared services of professional development.	Administration  Teachers	*Time *Facilities *Money *Professional development resources	At least once a year	*Meeting agendas *Meeting minutes * Professional development opportunities
Determine the areas of academic success	Administration  Teachers	Data sources	At least 3 times per year ( Fall, Winter, Spring)	*Meeting agendas *Meeting minutes * Professional development opportunities

# ACTION PLAN # 1.2

## Student Achievement

**GOAL # 1.2: Every student in PreK-12 from the tri-borough area will graduate with the skills necessary to pursue the post-secondary option of their choice.**

***Objective: Enhance and maintain a developmentally appropriate curriculum based on the common-core through on-going articulation between the Pine Hill, Berlin Township and Clementon School Districts.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Review instructional practices through observations to determine implementation of curriculum.	Administration	*Evaluation system – formal and informal *Data sources *Curriculum documents	Ongoing	
Review curriculum programing for appropriate academic placement for subgroups. (ELL, special education, Gifted, etc. )	Administration Title I/ Basic Skills Staff CST	*Lesson Plans *Evaluations *Data sources	Ongoing	Documentation of data from student work to determine if placement is appropriate
Review of support services. (RTI, basic skills, pull-out, push-in, after school tutoring, etc.)	Administration Title I/ Basic Skills Staff CST Guidance counselors	*Time *Money *Schedules	Ongoing	Performance of student on a variety of assessments.

# ACTION PLAN # 2.1

## School Culture

**GOAL # 2: Create a positive, nurturing, safe, and consistent tri-borough school culture that supports diverse learners in a collaborative Pre-K-12 environment.**

***Objective: Increase communication and collaboration between Pine Hill, Berlin Township, and Clementon School Districts to provide a safe, nurturing, and positive culture for all students.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
School level articulation between three districts to discuss success and concerns about school culture, attendance, and discipline.	Administration	Time	2x a year	Meeting minutes.
Tri-district safety and security meetings that include police and administration from all districts.	Police Fire Administration	Time	2x a year	Meeting minutes.

# ACTION PLAN # 2.2

## School Culture

**GOAL # 2: Create a positive, nurturing, safe, and consistent tri-borough school culture that supports diverse learners in a collaborative Pre-K-12 environment.**

***Objective: Provide professional development activities that increase interaction between the Pine Hill, Berlin Township, and Clementon teaching staffs.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Work with all three districts to develop a calendar that has common professional development time one time a year.	Central Administration from all three districts	Teacher Contract, calendar	Annually in the spring	Increase in number of common professional development dates.
Complete a needs assessment of professional development at each building within all three districts.	PD Committee	Survey examples	Annually in May	List of professional development needs from each building.
Summer articulation between professional development planners to look for common needs and scheduling dates	Central Admin	PD needs from each building, district calendar, PD resources.	Annually in the Summer	Shared professional development opportunities among three districts.

# ACTION PLAN # 2.3

## School Culture

**GOAL # 2: Create a positive, nurturing, safe, and consistent tri-borough school culture that supports diverse learners in a collaborative Pre-K-12 environment.**

***Objective: Expand interaction between students, parents, and community member through events that involve the communities of Pine Hill, Berlin Township, and Clementon.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Promote Education Foundation activities (i.e.: Race, yard sale, etc.) throughout all three school districts.	Education Foundation	Promotional materials	Ongoing	Increase in number of participants from Berlin and Clementon.
Include students, parents and staff in homecoming events (i.e.: Orange Out).	High School AD	Promotional materials, time	Fall	Increase participation from all schools.
Promote involvement from all townships in Overbrook's Graduation Ceremony. (i.e.: invite mayors, town council, administration and staff from all three districts)	High School administration	Email addresses	Spring	Attendance at graduation.
Invite schools from all districts to mid-day performance of spring or fall musicals.	High School Music dept.	Bussing	Fall & Spring	Attendance at musicals.
Develop opportunities for surrounding schools to attend high school athletic events free of charge (i.e.: raffle, team night)	High School Athletic Director	Event tickets	Ongoing	Attendance/participation at sporting events.

# ACTION PLAN # 2.4

## School Culture

**GOAL # 2: Create a positive, nurturing, safe, and consistent tri-borough school culture that supports diverse learners in a collaborative Pre-K-12 environment.**

***Objective: Increase pride in the school district's accomplishments through open communication with the communities of Pine Hill, Berlin Township, Clementon.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Share student accomplishments such as "Spotlight" and "Athlete of the week" and other student awards with middle and elementary home districts. (include on web site)	High School administration	E-mail, pictures of students.	Ongoing	Student recognition within their middle and elementary school community.
School and district highlights broadcasted on local cable channel.	Technology	Cable Channel, information from schools	Ongoing	List of events that were broadcasted.
Explore social media to provide information and accomplishments of each school. (i.e.: Weekly email blast, twitter, school messenger)	Individual school staff (web master, administration)	Technology	Ongoing	List of events that were shared.

# ACTION PLAN # 2.5

## School Culture

**GOAL # 2: Create a positive, nurturing, safe, and consistent tri-borough school culture that supports diverse learners in a collaborative Pre-K-12 environment.**

***Objective: Implement hiring practices that ensure staff that are highly qualified and representative of the diverse district population.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Attend minority job fairs and collect resumes.	Administration	Professional Time	On-going	Increase in minority candidates.
Interview candidates from resumes collected at minority job fairs.	Administration	Resumes	On-going	Number of minority candidates interviewed.
Participate in New Jersey Closing the Achievement Gap Consortium	Administration	NJCAG Membership	On-going	Increase opportunities for minority students to pursue College and Careers.
Recruit Highly Qualified Staff in the areas of Math and Science	Administration	Job Fairs	On-going	Increase in Highly Qualified candidates for teaching positions.

## ACTION PLAN # 3.1

# Communication and Community/Parent Support

**GOAL # 3: Develop ongoing mechanisms to improve community perception and collaboration.**

***Objective: Continue to improve the effectiveness of all internal and external communication.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINE S	INDICATORS OF SUCCESS
Expand social media outreach	BOE Webmasters Administration Teaching Staff	Technology Social Media PD.	2015 - 2020	Increased use of social media by parents, students, and the community.
TV/Media Program	BOE Administration Teaching Staff Technology	TV production staff. Classroom renovation. Budget allocation.	2015 - 2020	TV/Media program created.
Genesis Training for Parents	BOE MIS Administration Administrative Assistants.	Time Budget Allocation Informational Materials.	2015 - 2020	Parent participation at trainings.
PARCC Information and Training for Parents	Administration Staff	Time Budget Informational Materials	2014- 2015	Parent participation at trainings.



## ACTION PLAN # 3.2

### Communication and Community/Parent Support

**GOAL # 3: Develop ongoing mechanisms to improve community perception and collaboration.**

***Objective: To create and maintain a positive impression of the district schools from the community's perspective.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINE S	INDICATORS OF SUCCESS
High School Community Events (Orange Out, Senior Class Fair, Senior Citizen Prom, Pumpkin Painting, Renaissance Fundraising Events)	BOE All Staff	*Budget Allocation. *Flyers/mailings . *Planning time. *Community Resources.	2015-2020	*Multiple Community Events *Parent Participation *Community Attendance
*School Participation in Town Events (National Night Out, Parades, Community Clean Up, Fireworks, Rotary, American Legion, Dare. )	BOE Club Advisors Administration PTO Staff and foundation member	*Transportation *Time *Budget Allocation	2015-2020	Regular School attendance at events.
Explore a community service graduation requirement.	BOE Administration	Budget Allocation  Community Partnerships	2015 - 2020	Committee Meetings

# ACTION PLAN # 3.3

## Communication and Community/Parent Support

**GOAL # 3: Develop ongoing mechanisms to improve community perception and collaboration.**

***Objective: To create and maintain a positive impression of the district schools from the students' perspective.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Positive Rewards For Students (Renaissance, People's Choice, Senior Awards, Teacher/Student Games)	BOE All Teaching Staff. Administration.	Fundraisers. Budget Allocation. Community Participation.	2015-2020  Annual Updates	Increased student participation. Decrease in negative student referrals. Increase in positive rewards for students.

# ACTION PLAN # 3.4

## Communication and Community/Parent Support

**GOAL # 3: Develop ongoing mechanisms to improve community perception and collaboration.**

***Objective: To create and maintain a positive impression of the district schools from the staffs' perspective.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Positive Rewards for Staff (Renaissance, Holiday Parties)	BOE Administration All Staff	Fundraisers. Budget Allocation. Community Participation.	2015-2020  Annual Updates	Staff attendance at events.  Staff celebrations at schools.

# ACTION PLAN # 4.1

## Technology and Facilities

**GOAL # 4: Maintain and apply technology and make improvements to facilities to enhance student learning and the learning environment.**

***Objective: Develop a plan that will support implementation and maintenance of technology systems and equipment in all schools.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
<p>New SIS - GENESIS</p> <p>Professional Development Providing ongoing PD through school turnkey trainers, online user guides, and staff survey of needs as each component of Genesis is introduced.</p> <p>Components: Student Information</p> <p>Gradebook</p> <p>Parent Portal</p> <p>Teacher Webpage "Courses"</p> <p>School Messenger</p>	<p>District Admin.</p> <p>Principals</p> <p>Staff Turnkey Trainers</p> <p>Technology Staff</p> <p>Product Trainers</p>	<p>Genesis Support Personnel</p> <p>Genesis online documentation and webinars</p> <p>Teacher PD Time</p> <p>Funding for teacher PD time</p>	<p>Step 1 – Genesis Support trains staff turnkey trainers</p> <p>Step 2 – Turnkey trainers train all staff</p> <p>Step 3 – Staff implementation with turnkey support</p> <p>Step – 4 Survey staff for needs assessment</p> <p>Step 5 – Address needs identified by survey</p>	<p>Agendas</p> <p>Evidence of successful use of Genesis components</p>
<p>New Websites – SharpSchool</p>	<p>District Admin.</p> <p>Principals</p>	<p>SharpSchool Support</p>	<p>Step 1 – SharpSchool trains website staff</p>	<p>Evidence of successful use of Website components</p> <p>Total Website Visits</p>

	<p>Staff Website Administrators</p> <p>Technology Staff</p> <p>Product Trainers</p>		<p>Step 2 – Websites created and activated</p> <p>Step – 3 Survey parents and staff for needs assessment</p> <p>Step 5 – Address needs identified by survey</p>	
Three Year Technology Plan	<p>Technology Dept.</p> <p>District Admin</p> <p>Principals</p>	<p>Planning Time</p> <p>Funding</p> <p>Personnel</p>	<p>Every three years – evaluate yearly</p>	<p>Analysis and accomplishments of plan goals</p>

## ACTION PLAN # 4.2

# Technology and Facilities

**GOAL # 4: Maintain and apply technology and make improvements to facilities to enhance student learning and the learning environment.**

***Objective: Improve the community impression of district buildings and grounds.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Long Range Facilities Plan	District Admin Principals Architect	Planning Time  Funding  Personnel	Every five years – Evaluated yearly	Analysis and accomplishments of plan goals
Maintenance Plan (3 Priority lists – Immediate Capabilities, Non- compliance/Safety, Wish List)	District Admin Principals Facilities Staff	Planning Time  Funding	Quarterly Review  Yearly Analysis	Analysis and accomplishments of plan goals

## ACTION PLAN # 4.3

# Technology and Facilities

**GOAL # 4: Maintain and apply technology and make improvements to facilities to enhance student learning and the learning environment.**

***Objective: Determine staffing needs to effectively implement facility and technology plans district wide.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Shared Services to increase purchasing power. Purchasing: Custodial Supplies, Copy Paper Staffing: Banking Professional Service Hours SJTP, Skilled Trades Professional Development Equipment	B, C, and PH District Admin	Budget  Planning Time	Once a year Meeting  Or  As needs arise	Successful shared services

## ACTION PLAN # 5.1

# Finance

**GOAL # 5.1: To obtain additional funding through the exploration of alternate sources.**

***Objective 5.1: To increase district resources through cost saving initiatives.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Formalize the Education Foundation that procures alternative funding through donations and fundraisers with a mission that supports student programs	Community Members, Business Administrator, Superintendent	Time Auditor Review Documentation Capital	June 2015	Attain 501(c) 3 Status
Investigate Twilight Program to transition to in-house responsibility	BA, Superintendent, Asst. Superintendent	Time, Documentation	September 2015	Report showing whether or not fiscally feasible to do in house
Continue energy conservation efforts to reduce energy consumption, as well as investigate the alternative of Purchase Power Agreement	Superintendent, BA, Maintenance	Educating staff, monitor energy consumption, replacing old equipment, facility improvement	September 2015	Decrease in energy consumption
Work in conjunction to explore a cooperative purchasing endeavor between districts and boroughs.	Superintendents, Business Admin, CFO, Mayors and Facilities Managers	Time, purchasing power, inventory lists, communication	Ongoing	All involved are able to decrease budget line items



# ACTION PLAN # 5.2

## Finance

**GOAL # 5.:** To obtain additional funding through the exploration of alternate sources.

***Objective 5.2:*** To research and apply for grants that will provide additional funding to supplement the district's resources.

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Explore websites for State, Government and Corporate Grants; i.e. Lowe's, Target, Sears, Apple	All Staff	Time Technology	June 2015	Documentation of Grant application

## ACTION PLAN # 5.3

# Finance

**GOAL # 5.3: Alternative methods to decrease spending and maintain programs.**

***Objective 5.3: Shared Services, Inter-district professional development, uniformity.***

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Shared Services with surrounding districts to help facilitate upkeep of buildings and grounds	Maintenance, Custodial and Grounds	Time, staff	Ongoing	Staff enabled to work throughout districts
Provide inter-district professional days to share resources and cost	All staff	\$ for program, PD presenters	Ongoing	Professional development opportunities presented to school staff
Budget Timelines	Board, Admin, Supt, BA, Asst. Supt.	Time, Budget	Ongoing	Mirrored budget process between the districts