

STRATEGIC PLANNING GOALS ACTION PLAN

Strategic Planning Goal #1: Whole Student Growth (Academic Achievement/Future Ready)

Objective 1.1: To ensure a learning environment that enables growth academically, socially, emotionally, behaviorally and physically and prepares students to be healthy, productive citizens in a Future Ready world.

Major Activities	Board/Staff	Resources	Timelines	Indicators of Success	Progress Update
1.Promote Positive Digital Citizenship	-All Staff Grades 2-8 -Building Level Admin.	-Second Step -Overcoming Obstacles at WDMS -SRAO's	September, 2017 →	-Increase staff and student awareness of good digital citizenship -Use of devices -Understanding the law (Grades 6-8) -Increased parent awareness of dangerous sites/apps	-Staff has been addressing aspects of digital citizenship in technology classes and via our 2nd STEP program. We have focused our efforts at the Davies School. In SPP and 2nd STEP sessions, the issue has been formally discussed. In addition, building administrators have visited classrooms along with counselors to discuss issues related to appropriate use of technology. We have recognized cell phone use as a distraction in many classrooms. As a result, we have implemented measures to restrict use of cell phones by students. We are continuing our conversation with the kids regarding Positive Digital Citizenship on Snapchat, Instagram and other social media are still being used to distract students and negatively impact teaching, learning and climate. Ongoing
2.Review District's Use of Problem/Project Based Learning through STEAM	District Level Curriculum Committee (Supervisor of C&I) Staff STEAM Staff	-Staff release time -Presenters -Workshops	September, 2017- June, 2018	-Establishment of STEAM Review Committee -Review of meeting minutes -Recommendations of STEAM Committee -Participation in professional development supporting the implementation of PBL through STEAM and across content areas -Determine viability of implementing Future Ready N.J. framework	STEAM Review Committee Preliminary Recommendations: "Keeping the End in Mind: Future Ready Schools + Future Ready Students = Future Success" Big Picture: The District STEAM Committee expressed the desire to see the district move forward with best preparing our students for future success. Some common threads that were vocalized by the committee were: •360 degree learning

					<ul style="list-style-type: none"> •Modular furniture & shelving •Explorative classroom environments •Real-life applications •Social/collaborative skill building •Cross-curricular thematic units <p>Based on the committee discussion, as well as the above noted common threads, the following focus points were developed by the committee:</p> <p>Focus Points:</p> <ol style="list-style-type: none"> 1. To produce culminating products that are primarily technology-based, primarily raw material project-based or a combination of both. 2. To revise written curriculums into cross-curricular project/problem based thematic units with an emphasis on universal design for learning and social-emotional learning and to be implemented in a teacher facilitated environment. <p>-On-going -District Committee established -STEAM Guidelines Summer 2019</p>
3.Explore and Secure Funding to Continue the District's Pre-School Program	<ul style="list-style-type: none"> -Supervisor of Early Childhood Education -Admin. Team -CSA/BA -Staff -Community 	<ul style="list-style-type: none"> -Attendance at workshops -Second ballot question -Pursue grant opportunities 	September 2017-2019	<ul style="list-style-type: none"> -Attendance at workshops/seminars -Continue meetings with Early Childhood Advisory Council -Correspondence with Legislators -Secure funding for program continuation 	<p>We were able to secure additional funding for one classroom, which was at Beginner's First Academy from the DOE in the amount of \$237,218 to fund this new classroom. This additional revenue has become permanent.</p> <p>In addition, we also applied for supplemental funding to support our preschool program and our KEA initiative in February, 2018 and were awarded \$125,000.</p> <p>2019 brings 3 classes previously serviced by private providers in district with State of NJ funding. The classrooms were previously part of the Pre-school Expansion Grant.</p> <p>Secured – August, 2018</p>

<p>4.Implement STEAM Committee Recommendations and Implementation of Future Ready New Jersey Framework</p>	<p>Appropriate Teaching Staff and Supervisor of C&I</p> <ul style="list-style-type: none"> -District Leadership -Building Administration -Parents/Community -Students -Future Ready Committee 	<p>-As defined in STEAM Review</p> <ul style="list-style-type: none"> -Future Ready Committee Attendance -Committee Agenda/Minutes -Attendance at Future Ready sponsored professional development, webinars, etc... -Exploration and/or visitations to other Future Ready certified schools in NJ 	<p>September, 2018-June, 2020</p>	<ul style="list-style-type: none"> -Evidence of implementation of STEAM Committee recommendations -Use of the Framework to identify strengths/weaknesses in each school/district -Preparation of Future Ready New Jersey certification submission for the District/Schools 	<ul style="list-style-type: none"> -Ongoing -District Committee established -STEAM Guidelines Summer 2019 -Reconsidered Implementation of Future Ready framework
<p>5.Review District Wide Student Reporting Process</p>	<p>Staff (including special education representation and preschool) Administration Data Specialist</p>	<ul style="list-style-type: none"> -Staff to attend meetings to review report card -Attendance at workshops - Research/explore reporting processes used in like districts 	<p>September, 2018-June, 2019</p>	<ul style="list-style-type: none"> -Establishment of Student Reporting Process Review Committee -Review of meeting minutes -Recommendations of Report Card Committee 	<ul style="list-style-type: none"> -On-going -Student Report District Committee established -Final recommendations expected June, 2020
<p>6.Implement Student Data Collections/Monitoring System</p>	<p>Pilot Teachers Building Level Admin. Supervisor of C&I Technology Coord. Data Specialist</p>	<ul style="list-style-type: none"> -Link-It! -Staff Training -Student Data -Staff Meeting time to review program, data, etc. Genesis 	<p>September, 2017-June, 2020</p>	<ul style="list-style-type: none"> -Pilot of Link-It 2017-2018 -Expanded use of Link-It 2018-2019 -District wide implementation of Link-It – September, 2019 -Expanded data integration from Genesis 	<p>Piloted Link-It! in 2017-2018</p> <ul style="list-style-type: none"> -Adopted September, 2018 -District wide implementation of Link-It! – September, 2019 -Expanded data integration from Genesis -LinkIt! <p>-On-going</p>

<p>7.Improve Student/Staff Physical and Mental health Through Increases use of Physical Movement/Activities, Mindfulness Strategies, Nutrition, and Enhanced Mechanisms</p>	<p>All staff Supervisor of Food Services Physical Education Staff Health Teachers</p>	<p>-Training in incorporating physical activities in academic setting -Training in mindfulness and coping mechanisms Training in Kinesthetic learning -Attend AtlantiCare Steering Committee meeting for wellness -Training in nutrition</p>	<p>September, 2017- Ongoing</p>	<p>-Evidence of implementation -Lesson plans, PLC's Grade level meeting review observations -Increase of healthy food choices -Increased utilization of observed coping strategies</p>	<p>Training in Mindfulness and Coping Mechanism Laura Aleszczyk is now trained in Mindfulness. She incorporates daily mindfulness practices in her behavior classroom. She has assisted other teachers in incorporating mindfulness strategies and will continue to provide this mindfulness assistance in the coming year. Additional staff will be formerly trained in mindfulness next school year. Training in Kinesthetic Learning An Ocean First Model Classrooms grant for \$10,000 was written for the 2018-2019 school year. The focus of this grant was to incorporate team-building activities with our Middle School students. Team-building activities incorporate movement and Kinesthetic Learning. Grantees will be notified if the grant is awarded this summer, 2018. Teachers have increased use of physical movement in the classrooms as a result of the Marzano Observation Tool. Increased utilization of observed coping strategies The district BCBA has worked closely with our behavior self-contained teachers and autism self-contained teachers to incorporate behavior intervention plans and coping strategies with our most challenging students. We continue to receive reports from teachers and parents that students are generalizing coping strategies they are learning in the Second Step program. Increase Health Food Choices Foodservices was part of the Department of Defense (DOD) local produce initiative and had an initial \$7,000.00 for fresh fruit and produce in addition to what we purchase and serve daily. We applied in early march for surplus funds and were awarded an additional \$5,000.00 dollars on May 1st. -Mindfulness and Mental Health are an integral part of District initiatives.</p>
---	---	--	---------------------------------	--	---

					-on-going
--	--	--	--	--	-----------

STRATEGIC PLANNING GOALS ACTION PLAN

Strategic Planning Goal #1: Whole Student Growth (Mental/Physical Health)

Objective 1.2: To ensure a learning environment that enables growth academically, socially, emotionally, behaviorally and physically and prepares students to be healthy, productive citizens in a Future Ready world.

Major Activities	Board/Staff	Resources	Timelines	Indicators of Success	
1.Implement PBIS District Wide	All Staff	<ul style="list-style-type: none"> -Participation in state cohort (3 years) -Training -Workshops -PBIS Resource Materials -Presenters -Funding via Title I - Funding for incentives -Genesis reporting 	September, 2017	<ul style="list-style-type: none"> -Year 1 – Evidence of PBIS Training Development of Universal Teams Begin relationship with NJPBSIS Coach First Year Cohort Training Attendance -Year 2 – Evidence of PBIS Training & Implementation Implementation level as determined by NJPBSIS Coach -Year 3 – Evidence of PBIS Training & Implementation and evidence of PBIS Practice altering staff and student behavior Implementation as determined by NJPBSIS Coach 	PBIS has been implemented in all Schools: <ul style="list-style-type: none"> -Year 1 & 2 completed -On-going
2. Continued Implementation of Social Emotional Learning Programs (i.e. 2 nd Step, Overcoming Obstacles, Lifelines, etc. Increased use of Physical Movement/Activities, Mindfulness Strategies, etc.)	All Staff	<ul style="list-style-type: none"> -In-District training -Staff attendance at workshops On-line trainings via Committee for Children -Training in mindfulness -Attend AtlantiCare Steering Committee meeting for Wellness 	September, 2017	<ul style="list-style-type: none"> -Evidence of full implementation -Lesson plans, PLC’s, Grade Level meeting Reviews, informal observations by administration -Evidence of Staff Buy-In (Survey) -Evidence of Student Buy-In (Survey) -Parent survey -Parent training to increase shared language 	<ul style="list-style-type: none"> -Implementation Achieved -Evidence of Staff Buy-In (Survey) -Evidence of Student Buy-In (Survey) -Evidence of Parent Buy -In (Survey) -Social Emotional Programs are in place -on-going

3.Expanded Lifelines Training for all middle school students	Staff Grades 6-8	-In-District training -Staff attendance at workshops	September, 2017	-Year 1 – Evidence of continued Lifelines training -Year 2 – Evidence of Lifelines implementation -Year 3 – Evidence of Lifelines Altering Student Behavior	All sixth, seventh and eighth grade students received the four-lesson Lifelines Suicide Prevention curriculum. -Our district health curriculum now incorporates the Lifelines curriculum. Our health teachers incorporated the Lifelines Curriculum into the health curriculum. -Lifelines training is provided to all Davies students. -Starting Year 3 -On-going
4.Expand Mental Health First Aid Training -Youth -Adult	Staff & Admin. Grades Pre-K-8	-In-District Training -Workshops -Presenters -Funding for needed materials	September, 2017	-Increase number of staff trained in mental health first aid - youth and adult -Documentation of staff who attend -Year 1- Evidence of training provided in-district 2017 -Year 2- Evidence of continued opportunities for staff training 2018 -Year 3- Evidence of Staff Buy-in (survey) 2019	-District supervisor the Supervisor of Special Projects received training as a trainer for the Youth Mental Health First Aid program. -The Youth Mental Health First Aid program has been delivered to one additional cohort this past winter. -Mental Health First Aid Training has been implemented District Wide since 2017. -Training is on-going.
5.Expand Understanding of ACES	All Staff	-Film “Resilience” -Staff Training -Workshop attendance -Presenter / Funding	September, 2017 - June 2018	-Evidence of District wide PD of “ACES” -Staff discussions of ACES in PLC’s, staff meetings, Grade Level meetings, etc. -Establish a working understanding of ACES in the school wide language of student behavior, climate and culture.	District wide PD of “ACES” to staff and community. -Staff discussions of ACES in PLC’s, staff meetings, Grade Level meetings, etc. -Expanding the working understanding of ACES in the school wide language of student behavior, climate and culture. Discussion of Aces is on-going.

<p>6. Explore and Secure possible funding for Life Space Crisis Intervention Training</p>	<p>-Supervisor of Special Projects</p>	<p>-Release time to attend train the trainer program -Funding for train the trainer program -Release time and funding for substitutes to release staff to attend training</p>	<p>September, 2017 - June, 2018</p>	<p>-Evidence of attendance at training Completed Trainings -Evidence of Expanded use of LSCI at the classroom level -Identify and remediate repeat discipline referrals to reduce recidivism</p>	<p>-Training has been on-going since the Summer of 2018 -Life Space Crisis Intervention training is on-going</p>
---	--	---	-------------------------------------	---	---

STRATEGIC PLANNING GOALS ACTION PLAN

Strategic Planning Goal #2: Positive and Productive School Climate & Culture

Objective 1.1: To improve interaction between all district stakeholders to enhance school climate and culture

Major Activities	Board/Staff	Resources	Timelines	Indicators of Success	
1."Coffee with Admin"	Certified Staff/Admin. Team	-Coffee -Staff release time	Fall and Spring	-Attendance logs -Notes of Meetings -Identified areas needing improvement -Annual reporting on areas/initiatives addressed	Fall and Spring Dates Completed -Coffee with Admin has been implemented district wide since September of 2016
2. Increase teacher to student connection through the enhancement of school climate and culture.	All Staff	-PD on approaches to a healthy workplace environment -PD to support the Student Preparation cohorts for true implementation of mentoring and student relationships -FISH	September, 2017 - June 2018	-Roll out of the "Fish" Philosophy -Grade level discussions on improving climate and culture -Review climate via survey -Increase in creative solutions to improved climate and culture	-Completed PD of "Fish" Philosophy -Adoption of "FISH!" by numerous staff -Numerous grade level discussions on improving climate and culture including the adoption of the "FISH!" philosophy by HTEA. Discussions and surveys on Climate and Culture have been ongoing since 2017.
3. Staff and Parent Survey on Climate and Culture	All Staff All Parents	-Survey tools -Google forms -Consultant	Spring, 2018	-Implementation of Survey -Analysis of Survey data to improve climate/culture and programs district wide.	-"Panorama" is the District's survey platform and has been implemented since 2018
4. Student Survey on Climate and Culture	Students Grades 5-8	-Survey tools -Google forms -Consultant	Spring, 2018	-Implementation of Survey -Analysis of Survey data to improve climate/culture and programs district wide.	-"Panorama" is the District's survey platform and has been implemented since 2018

5. Celebrate and Embrace the Strength of the Diversity of Hamilton Township	All Stakeholders	<ul style="list-style-type: none"> -Workshops -Presentations -Diversity Training -Allocations of funds to enhance awareness of cultural diversity -Consultants -Tour of township 	Fall, 2017 – on going	<ul style="list-style-type: none"> -Understanding poverty and its effect on students in Hamilton Township -Events focused on highlighting the strengths of the diversity of Hamilton Township -Enhance culturally diverse recruitment/hiring practices. -Improve collaboration between district and Township Committee 	<ul style="list-style-type: none"> -ACES training complete -Diversity Committee established and reviewed current practices and outlined future direction for the District. -Ruby Payne presented to Administrators and Board of Education -Presented Referendum to Township Committee September, 2018
6. Conduct a Referendum and complete Subsequent Building Projects to Enhance the Physical Plant	Board of Education All Staff Community CSA/BA	<ul style="list-style-type: none"> -Marketing firm to promote referendum -Establish ballot vote 	January-March, 2018	<ul style="list-style-type: none"> -Define scope of building projects -Review of proposed projects with staff and community. -Ballot questions regarding referendum -Building Walkthroughs 	Successful Referendum – Fall, 2018
7. Begin Phase 1 of Referendum Construction Project	Board of Education CSA/BA Admin. Team Appropriate Staff	-Board appropriations	June, 2018-August, 2019	<ul style="list-style-type: none"> -Completed Projects as defined in Bond referendum -Punch List Items Reviewed 	-Phase I of building projects are underway

STRATEGIC PLANNING GOALS ACTION PLAN

Strategic Planning Goal #3: Innovating Parent and Community Engagement

Objective 1.1: Meet the community where they are in order to increase parent and community engagement through innovative initiatives.

Major Activities	Board/Staff	Resources	Timelines	Indicators of Success	
1.Utilize Technology to Enhance Communication and Transparency	BOE Technology Coord. Data Specialist Administration Staff	-School Messenger (phones, email, text, social media integration) -Website -Social Media	September, 2017 →	-Enhanced school web pages -Update district web page -Monitor and consistently update school/district level social media sites daily. -Other innovative medium (i.e. YouTube, Remind, School Messenger Text/Email... -Utilization of creative practices to engage parents and meet families where they are	In early May, 2018 the district/school websites were updated featuring a new template. This template changed the cosmetic “look and feel” of the sites. -Technology enhancements and upgrading is on-going
2.Celebrate and Embrace the Strengths of the Diversity of Hamilton Township	BOE Administration Staff	-Workshops -Presenters/Consultants -Community Members	Fall, 2017-ongoing	-Evidence of expanding diverse hiring practices. -Events focused on highlighting the strengths of the diversity of Hamilton Township -Enhance culturally diverse recruitment/hiring practices	Enhanced minority recruitment via Dr. Nedd Johnson, Instructor, Teacher Recruiter, and contact for “Project Impact”, Department of Interdisciplinary and Inclusive Education, Rowan University College of Education. - Personnel Department attended the Rowan University Education Expo April 1, 2018. -Expanded recruitment of minority candidates -On-going
3.Plan Meaningful Community Events	All Staff -CED Director	-Funds to plan, promote, and attract the community to attend -CED department	September, 2017 →	-Completed community events – e.g., web safety, mental health information programs, enhanced school to family practices -Worked collaboratively with community organizations	Completed community events: “Resilience” “3 P’s” “Raising Healthy Kids” “STEAM Night” -Worked collaboratively with community organizations to expand use of Facilities

4. Increase in-district capacity to deliver the Strengthening Families Program (SFP)	Supervisor of Special Projects Trained SFP Facilitators SFP Site Coordinator	-Training - Workshops - Funds to plan, promote attract, and maintain family attendance in the program	September, 2017 - June, 2018	-Evidence of Facilitator Training in the Strengthening Families Program -End of program parent survey -Record of Family attendance	-Eight district staff received the Strengthening Families program facilitator training increasing the districts capacity to deliver this program to district families. Trained staff include four School Counselors, two School Psychologists, one School Social Worker and one School Administrator (Supervisor of Special Projects) -Programming is on-going
5.Solicit Feedback from School Community on a more Frequent Basis	BOE Administration Staff Community Members	-Staff, parent and student surveys via Google forms - informal coffee clutches/coffee with community -Attend open meetings of Township entities	Spring, 2018	-Implementation of surveys -Analysis of survey data to enhance parent and community engagement - minutes/participation logs from coffee clutches/coffee with community -Increased collaboration with Township Board, Committees and Stakeholders	-Implementation of Panorama (Surveys) -Analysis of survey data to enhance parent and community engagement (Summer 2018) -Increased collaboration with Township Committee through briefings with members of Council, Mayor, and Twp. Administrator.

STRATEGIC PLANNING GOALS ACTION PLAN

Strategic Planning Goal #4: Finance

Objective 1.1: We, the Hamilton Township School District, will develop a culture of continuous improvement of maximizing resources to provide the best services possible to the Hamilton Township School District Community.

Major Activities	Board/Staff	Resources	Timelines	Indicators of Success	
<p>1. Create New and Improve Existing In-House Programs to Provide the LRE to all Hamilton Township School District Students</p>	<p>Supervisor of CST CST Administration Staff</p>	<p>-Staffing and programing to provide in-house Special Education services -Training for staff in programs -Training for all staff in LRE</p>	<p>September, 2017 →</p>	<p>-Establish/Improve SE programs that offer the LRE to Hamilton Township School District students whose FTE needs can be met in-house.</p>	<p>-We added a Board Certified Behavior Analyst for the district. The Behavioralists' primary responsibilities were in supporting the behavior classes in each school as well as the autism classes at Shaner and Hess. In addition, the Behavioralist provide Functional Behavior Assessments and/or consultation for other students as assigned. She has also provided staff training as needed.</p> <p>-We have enhanced the behavior program at the Davies School by adding a CST case manager/counselor for the 2 behavioral classes in that program. This position allowed us to provide the students with daily group counseling and weekly individual counseling.</p> <p>-We added a social worker (without CST responsibilities) to the Shaner School who has been instrumental in providing counseling and support for many very needy students as well as their families.</p> <p>-PBIS Universal Teams were established at Hess and Davies. The teams work in PBIS continue at Shaner.</p>

2.Develop a “Think Tank” to Research and Analyze Grant Opportunities	Administration Certificated Staff	-Staff and Administration - internet/web -higher educational institutions	January, 2018 →	-Establishment of Think Tank -Meeting minutes -Selected Grants for consideration -Grant applications -Utilization of creative funding options	-Two teacher Grant Coordinators have been established. -Supervisor of Pupil Personnel Services has formal responsibilities over Grants. -Grant writing is on-going
3.Explore Shared Services and Review In-House Departments and Programs for Cost Savings	BOE BA Administration Team	- current infrastructure -other school districts -consortiums	January, 2018 →	-Recommendations for cost savings in district -Structured annual review for shared services and cost savings.	-Continued partnership with Greater Egg Harbor Regional High School District -Expanded Co-Op participation for purchasing including Hunterton County, Camden County and Middlesex County. -Member of the ACCASBO JIF for insurance -Contract with Hamilton Township for salt, waste removal and with Atlantic County for fuel. -Energy
4.Explore Energy Efficiency and Potential Sources for Energy Savings	BOE BA Administration Team -Facility Director	-ESIP Review	September, 2017 →	-Completed ESIP review -Identified projects for energy savings -Completed energy savings projects	-In line with District Goals we are working in partnership with DCO Energy. ESIP has been awarded and work has begun on our energy savings plan. On target to meet milestones for completion. -Highlights of the 20-year project financed at 3.5% interest rate include: <ul style="list-style-type: none"> ● Self-fund a \$6,343,674 project ● Generate \$364,101 in annual energy savings ● Eligible for \$685,140 in Pay for Performance (P4P) incentives - 50%, \$342,570, has been applied to the project financial analysis ● Eligible for \$30,741 in Demand Response revenue ● Remove \$2,998,732 from 2018 Referendum Capital Projects List

