

Denville Public Schools
Goals Update
January 2017



Steven A. Forte
Superintendent



Strategic Planning

Area of Need	Action	How	Evaluation	Evidence
2015-16 Year 1 Strategic Planning	Pre-planning steps for strategic planning	<ul style="list-style-type: none"> Identify key people and groups Budget for expenses Interview and hire personnel 	<ul style="list-style-type: none"> Budgeted funds Approval of personnel List of key people and groups 	<ul style="list-style-type: none"> Meetings with three programs NJSBA, EIRC and Centennium Consultants Dr. Cullis and S. Forte will attend the Morris County School of Technology Strategic Planning session on 11/16/15 with the NJSBA consultant NJSBA program selected Budget for plan created and will be submitted during budget cycle.
2016-17 Year 2 Strategic Planning	Develop a new 3-5 year strategic plan	<ul style="list-style-type: none"> Using consultant and key personnel engage the community in the development of the plan Report to public on status process 	<ul style="list-style-type: none"> Report on progress Development of plan Distribution of plan 	<ul style="list-style-type: none"> Meeting with C. Peterson, S. Cullis, S. Forte and D. Gurowsky set for Sept 14, 2016 Strategic Plan Webpage created and updated http://denville.org/community.cfm?subpage=1493296 Community meetings planned- will be conducted 1/12/17, 2/9/17, 3/7/17 As of 12/21/16- there are 67 RSVP's- list shared with BOE

Communications Improvement Plan

Area of Need	Action	How	Evaluation	Evidence
What methods of communication are the most effective to engage stakeholders	Conduct a survey of stakeholders to identify the preferred methods of communication	<ul style="list-style-type: none"> ● Create and approve survey ● Disseminate survey ● Review data 	Survey complete	<ul style="list-style-type: none"> ● Survey being created for BOE approval
Two- way communication	Continue to utilize PASS program	<ul style="list-style-type: none"> ● Continue the Parent Academy Model to engage the public to improve student success 	PASS meetings	<ul style="list-style-type: none"> ● PASS meetings scheduled for Jan, Feb March 2017
Development of Genesis	Continue to investigate different modules	<ul style="list-style-type: none"> ● Identify modules that will improve communication 	Implementation of new/expanded module(s)	<ul style="list-style-type: none"> ● All Report Cards & Interim Reports sent via Genesis ● Scheduling Module used for VV conferences ● Forms used for mandatory first day forms for parents
Improve Website	Develop and implement Denville Schools App	<ul style="list-style-type: none"> ● Market app to stakeholders 	<ul style="list-style-type: none"> ● Feedback ● # of downloads and usage 	<ul style="list-style-type: none"> ● October 29, 2016 App went live to public ● As of 12/21/16 there are 319 downloads 4500 page views ● Continually updating and improving ● Marketed via posters, cards, Neighbor News, Social Media, Friday Folder

Sandra Cullis
Assistant Superintendent



Increase the opportunities for all students to be successful through the implementation/expansion of new or updated academic and intervention programs

Area of Need	Action	How	Evaluation	Evidence
Needs Assessment	Collaborate with Administrative Team CST, and SEPAC to determine intervention needs	<ul style="list-style-type: none"> Survey SEPAC members Meet with CST and Administrative team to analyze data and determine intervention needs 	Survey Meeting agenda	
Teacher PD	Plan for Teacher PD	<ul style="list-style-type: none"> Train 12 Teachers in Orton Gillingham Multi-sensory instruction to provide intervention to students with reading disabilities, such as Dyslexia Provide PD in ADHD and Behavioral strategies Math and Literacy coaches will work with staff on effective intervention strategies (both enrichment and remediation) 	Schedules Student Progress Reports Completion of year 1 of program Workshop or meeting agendas	Orton ongoing- 12 finished semester 1, 11 continuing, PD provided to instructional aides on September 2 nd , ADHD training on November 9 th Math coach has been meeting with grade levels
Use of data to inform student	Align student data to specific course standard or skill deficiencies	<ul style="list-style-type: none"> Item analysis of benchmark and standardized test data 	Item analysis documents, Google Doc,	Ongoing Moved RV reading specialist over to LV for two half days.

instructional pathway		<ul style="list-style-type: none"> ● Identify each student’s area of strength and weakness ● Determine areas in need of instruction 	Conference Notes	
Differentiate instruction	Differentiate instruction based upon student need	<ul style="list-style-type: none"> ● Identify areas that need to be addressed through individual or small group instruction ● Provide targeted instruction 	Lesson plans, conference notes	
Develop New Programs and Update some current programs	Develop New Programs based on data	<ul style="list-style-type: none"> ● Homework assistance off site ● Expand enrichment for all program ● Expand World Language program ● Revisit Advanced ELA curriculum and course requirements 	Attendance rosters Course offering list ELA curriculum	<p>Homework Help program starts in January</p> <p>Working out schedule for adding advanced level of ELA and world language programs,</p> <p>Met with committee to discuss scheduling options</p> <p>Piloting “Activate” with T1 to address Executive functioning skills</p> <p>Added yoga and meditation exercises to T1</p>
Determine Effectiveness of Instruction	Analyze pre and post data to determine student growth	<ul style="list-style-type: none"> ● Administer pre and post assessments ● Compare data ● Determine amount of student growth ● Identify strategies that were effective in increasing student growth and/or achievement 	Pre and Post Benchmark assessments, data comparisons, conference notes, grades	

Expand the use of technology in the classroom to have a positive impact on student achievement

Area of Need	Action	How	Evaluation	Evidence
Teacher Needs Assessment Survey	Determine staff skill level with technology	<ul style="list-style-type: none"> Survey Staff Members (Eduscape) 	Survey results	Survey results- complete
Group Staff	Group staff my tech ability in order to provide differentiated professional development	<ul style="list-style-type: none"> Use survey data to group staff by ability 	Groups list	complete
Professional Development	Plan for Teacher PD	<ul style="list-style-type: none"> Provide differentiated technology PD for staff Utilize technology coaches to provide individual assistance with classroom tech implementation Provide workshops through the Denville Staff Development Academy 	Attendance lists agendas Staff Dev. Academy Calendar	3 tech workshops at VV, use of tech coaches, Staff PD Academy starts in January, Google sessions for secretaries on half-days
Increase parent communication	Communicate with parents via Google Classroom, Genesis, and by keeping the homework current on the website	<ul style="list-style-type: none"> Teachers keep homework current on the website Administrators monitor websites Use of Google Classroom Report cards, conferences, and grade updates available through Genesis 	Website Google Classroom usage reports Genesis reports	Homework updated on website, report cards through Genesis K-8, conferences scheduled through Genesis and Sign-up Genius
Use Technology to enhance classroom instruction	Leverage 1:1 Chromebooks, laptops, and own devices	<ul style="list-style-type: none"> Teachers use technology components of texts Increase usage of Google Classroom for homework completion and submission Use BYO devices to increase student participation in class 	Lesson plans, Google Classroom usage report	Envision Math, Science Fusion at VV, Google Classroom in SS, Benchmark research simulation task electronically administered
Determine Effectiveness of Instruction	Analyze pre and post data to determine student growth	<ul style="list-style-type: none"> Administer pre and post assessments Compare data Determine amount of student growth Identify strategies that were effective in increasing student growth and/or achievement 	Pre and Post Benchmark assessments, data comparisons, conference notes, grades	

			Walkthrough data	
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S. Forte Merit Goals 16-17 – Action Plans

Goal	Start/End Date	Steps	Evidence/Update	Type	People involved
Complete a Five-year strategic plan with community input and NJSBA consultant	10/16-6/17	<ul style="list-style-type: none"> Community Planning Meetings scheduled Present goals to BOE April, 2017 Meeting Action Plans created 	1/12/17, 2/9/17, 3/7/17	Qual # 1	S. Forte and Administrative Team
Conduct Community interest meetings with stakeholders to gauge the support for rehabilitation and increased community utilization of school fields and make a recommendation to the BOE.	10/16-6/17	<ul style="list-style-type: none"> Plan, advertise and conduct community meeting(s) as needed. Present recommendations to the BOE 	List of attendees and contact information created- invitations sent Dec 22, 2016 Meeting Set for 1/25/17 Possible solutions compiled by FPA	Qual # 2	S. Forte
Conduct at least six articulation meetings with the central administration of MHRD, sending districts and other local districts throughout the year.	10/16-6/17	<ul style="list-style-type: none"> Schedule meetings Attend meetings Provide minutes of articulation meetings 	Oct 10- Curric- Cullis Nov 7- homeless- Farley Nov 17- Tech- Costanza Dec 5- PD/Strat Plan Dec 7- Math Cullis	Quant #1	S. Forte
Conduct a minimum of 250 walkthrough observations during the 2016-17 school year.	10/16-6/17	<ul style="list-style-type: none"> Utilize district-made walkthrough Google form Conduct walk-through observations of staff <p>Report total from the Google form</p>	As of Dec 21- 107 completed walkthroughs	Quant # 2	S. Forte

<p>There will be a 10% increase in higher order questioning from a baseline taken in Fall 2016 as compared to Spring 2017 as measured by walkthrough observations.</p>	<p>10/1/6-6/17</p>	<ul style="list-style-type: none"> ● Utilize district-made walkthrough Google form ● Conduct walk-through observations of staff ● Report total difference in high order questioning as observed in district walkthrough observations. 	<p>Baseline- Sept/Oct – 36 of 181 walkthroughs rated at Higher order</p>	<p>Quant # 3</p>	<p>S. Forte and Administrative team</p>
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S.Cullis Merit Goals 16-17 – Action Plans

Goal	Start/End Date	Steps	Evidence/Update	Type	People involved
<p>1. Develop and institute an after school tutoring program at a local low-income housing development. Students participating in at least 10 sessions will increase homework completion rates by 25%.</p>	<p>10/16-6/17</p>	<ul style="list-style-type: none"> ✓ Sandra Cullis will select teachers to provide tutoring off site at the housing development. ✓ Sandra Cullis will make arrangements with housing authority to use central meeting space. ✓ Building Principals will help select students for the program. ✓ Sandra Cullis will notify parents about the program. • Teachers will plan and provide tutoring assistance with homework. • Sandra Cullis will compare homework completion data in May to determine effect of program. 	<p>Housing authority authorization attained for use of space.</p> <p>Teachers selected and approved</p> <p>Family participation letters mailed</p> <p>Students have started signing up</p> <p>Working on Wifi.</p>	<p>Quant #1</p>	<p>Cullis, Building Principals, Housing Authority, Teachers</p>
<p>2. Develop an individual Orton-Gillingham based reading remediation program for students with reading difficulties. Participating students will reach grade level proficiency or close the gap by 50% in reading.</p>	<p>10/16-6/17</p>	<ul style="list-style-type: none"> ✓ Sandra Cullis and Director of Special Services will organize Orton-Gillingham 2 year training program for 12 teachers through Fairleigh Dickinson University. ✓ Sandra Cullis will secure funding for the training. 	<p>Program arranged in daily schedule.</p> <p>Baseline assessments given.</p> <p>Instruction occurring 3x weekly</p>	<p>Quant # 2</p>	<p>Johnson, Cullis, Steimke, Baisley, students</p>

		<ul style="list-style-type: none"> ✓ Reading Specialists will select students for participation. ✓ Teachers will provide reading instruction. ✓ Trained Orton Teacher provide instruction 3x times per week ● Sandra Cullis will analyze data to determine if goal has been met. 			
<p>3. Students in grades 1-5, will increase ability to solve math word problems accurately. This goal will be measured by comparing pre and post Envision math assessments. Students will reach grade level proficiency or close the gap by 50%.</p>	10/16-6/17	<ul style="list-style-type: none"> ➤ Sandra Cullis and Jennifer Corforte (math coach) will provide professional development. ➤ Sandra Cullis, building administrators, math coach, and teachers will analyze student data. ➤ Teachers will provide instruction. ➤ Sandra Cullis will observe and provide feedback to teachers. ● Sandra Cullis will analyze and report findings. 	<p>Baseline assessments given.</p> <p>Full day PD 3-5 on November 9</p> <p>Math coach meeting with teams at collaborative meeting times</p> <p>Purchase of Math Problem Solving books</p> <p>Analyzed and revised 1st grade unit of study</p>	Quant #3	Corforte, Cullis, outside vendor, teachers

<p>4. Investigate the World Language programming to determine whether Denville can offer more languages, and differing grade levels, and a full year of Spanish and/or French 1. A description of recommended program offerings with budgetary and scheduling impacts will be provided to the Denville Board of Education for approval.</p>	<p>10/16-6/17</p>	<ul style="list-style-type: none"> ✓ Sandra Cullis will review current offerings. ✓ Sandra Cullis will work with the building administrators to determine scheduling impacts. ✓ Sandra Cullis will investigate budgetary impacts and include in the draft 2017-2018 budget for approval. ● Sandra Cullis will investigate and make curriculum changes as necessary. ● Sandra Cullis and building administrators will inform parents of program changes if approved by BOE. 	<p>Principal meeting</p> <p>Schedule committee meeting to discuss potential changes</p> <p>Budgeted for 2 new WL teachers.</p> <p>Met with online company to review offerings- Apex Learning</p>	<p>Qual #1</p>	<p>Korman, Forte, Iantosca, Cullis</p> <p>Schedule Committee</p>
<p>5. Increase parent involvement in academic meetings by hosting three Parent Academy for Student Success (PASS) meetings, two of which will be conducted using interactive technology to communicate with families and community in real time.</p>	<p>10/1/6-6/17</p>	<ul style="list-style-type: none"> ● Sandra Cullis will advertise PASS meeting topics for 2016-2017 ● Sandra Cullis will register participants for PASS meetings. ● Sandra Cullis will host PASS meetings. ● Sandra Cullis and document evidence of meetings. 		<p>Qual #2</p>	

D. Gurowsky Merit Goals 16-17 – Action Plan

Goal	Start/End Date	Steps	Evidence/Update	Type	People involved
<p>Archive student, personnel, and financial records from paper files into electronic format in an effort to eliminate storage space, reduce storage costs by \$10,000 annually, and support the District’s Sustainable Jersey application.</p>	<p>7/16-6/17</p>	<ul style="list-style-type: none"> ● Registered and obtained certification with the State of NJ – Record Management Services (RMS)-(3/2016). ● Scheduled meetings with vendors to obtain quotes (File Bank; Atlantic Tomorrow; IMR; Metroshore) for the scanning of documents. ● Scheduled training with scanning company to train the office staff. ● Created Index/Categories and assigned user login/ password to their respective users. ● Identify records to be retained (scanned) vs records to be disposed (shred) due to expiration of retention time frame. ● Renewed annual certification for State of NJ Record Management Service (12/2016). 	<ul style="list-style-type: none"> · Scheduled pick-up of records to be scanned. · Utilized maintenance team to move/deliver cabinets and shelves to the schools that requested them. · Advertised for bidding to sell shelves and cabinets · Scheduled shredding company to destroy records. · Office staff - scanning current documents (PO’s, Student Records). · Anticipated date for final clean-up and surrender storage space (1/31/17). 	<p>Qual # 1</p>	<p>S. Forte, BOE office staff, CST office staff, Maintenance team.</p>