

**Mendham Township School District  
District Goal/Strategic Plan Update  
February 2012**

**District Goal: Provide an excellent education for every student, every day.**

To achieve this year's District Goal, each school has developed series of building objectives to address the District Goals that target needs in the respective environments. These objectives are implemented by the building principal after developing them with the superintendent and having them reviewed by the administrative team. Throughout the school year, the principal and the teachers/staff responsible for implementation meet to address progress, design new interventions, or adjust existing strategies based upon student progress. Additionally, goals are reviewed and discussed with the superintendent and administrative team regularly. When appropriate, data collected to measure goal attainment is presented to superintendent by the principal and any necessary adjustments are made.

**Mendham Township Elementary School  
2011-2012 Building Objectives**

1. By June 2012, Students will demonstrate proficiency in utilizing nonfiction informational text when responding to a given question. This will be evidenced by 85% of students in grades 2, 3, and 4 attaining at least a 3 out of 4 on the nonfiction writing rubric.
2. By June 2012, Students will demonstrate proficiency in solving multi-step mathematic word problems. This will be evidenced by 85% of students in grades 3, and 4 scoring at least 85% correct on a post instruction assessment.
3. By June 2012, All students will participate in a "Pillars of Character" school-wide initiative, which will result in a 10% reduction in the number of students reporting verbal bullying and teasing on the annual *Character Education Questionnaire*.

**Mendham Township Middle School  
2011-2012 Building Objectives**

1. *100% of the students at Mendham Township Middle School will pass the mathematics section of the NJASK 2012 by developing and implementing strategies that: 1. Create shared responsibility for the success of all students; 2. Utilize a rotating teacher problem solving period schedule to infuse "number sense" (area of 10-11 fragility) into instruction; 3. Increase student graphing calculator proficiency for algorithms and for learning skills and concepts more efficient; 4. Schedule special education teachers such that resource room teachers are doing ICS AND have one day per week set aside during enrichment to serve ICS students; 5. Infuse probability into grade 6 POW more explicitly (fragility on Algebra tests); 7. Increase structure and focus on intervention during zero period classes and any additional strategies developed throughout the course of the 2011-2012 school year.*
2. *By June, 2012, MTMS seventh and eighth graders will effectively and independently rewrite, revise, and edit their own thesis based / persuasive essays by: 1. mastering the use of the reverse outline (RO) Form B as evidenced by 90% of the students scoring at least 85% on the RO Form B posttest and 2. mastering the use of the RO to rewrite a thesis based / persuasive essay as evidenced by 80% of the students increasing no less than one level on the NJ Holistic Scoring Rubric from original to rewrite.*

**Mendham Township Elementary School**  
**Activities and Progress towards Building Objectives**

**MTES Objective 1:** *By June 2012, Students will demonstrate proficiency in utilizing nonfiction informational text when responding to a given question. This will be evidenced by 85% of students in grades 2, 3, and 4 attaining at least a 3 out of 4 on the nonfiction writing rubric.*

Activity	Staff	Timelines	Evaluation Criteria	Progress
Goal 1: Non-fiction literacy	ES- Cullis  Sandra Cullis ES faculty  Sandra Cullis ES faculty  MS SS & LA teachers, Dr. Ciccone, Dr. Cullis  SS Committee Sandra Cullis  ES faculty	September	Meeting agendas     RAPT guidelines /expectations  Agenda, Curriculum  Results on Server	Introduced goals  Aligned grade books to standards on report cards  Facilitated PD for assessment Worked in PLC groups to begin assessment articulation  Articulated expectations for RAPT with middle school  Rolled out new SS curriculum  Administered the DRA to all students 1-4  Analyzed 1 <sup>st</sup> quarter data  Nonfiction Rubric created  Met with Grade Levels to discuss use of 12 level rubric for whole school non-fiction prompt

**MTES Objective 2:** By June 2012, Students will demonstrate proficiency in solving multi-step mathematic word problems. This will be evidenced by 85% of students in grades 3, and 4 scoring at least 85% correct on a post instruction assessment.

Activity	Staff	Timelines	Evaluation Criteria	Progress
Goal 2: Problem Solving	ES- Cullis	September	Meeting Agendas	Introduced goals
	Sandra Cullis ES faculty			Aligned grade books to standards on report cards
	Sandra Cullis ES faculty			Facilitated PD for assessment
	ES faculty	January	Data on server	Worked in PLC groups to begin assessment articulation
	ES faculty			Administered benchmark pre-tests to students
	ES faculty			5 teachers attended Singapore Math training
Math Curriculum Committee			Data on Server	Analyzed 1 <sup>st</sup> quarter data
			Attendance List	2 <sup>nd</sup> Quarter Assessments given, Math remediation with Mrs. Fuller and Mrs. Goff as zero period
				Math Curriculum Committee materials review

**MTES Objective 3:** By June 2012, All students will participate in a “Pillars of Character” school-wide initiative, which will result in a 10% reduction in the number of students reporting verbal bullying and teasing on the annual Character Education Questionnaire.

Activity	Staff	Timelines	Evaluation Criteria	Progress
Goal 3: Character Ed	Sandra Cullis	September		Met with all students to discuss expectations
	Sarah Springer		List of events/schedule	Organized October Character Ed activities
	Staff			Gathered perspectives on citizenship
	Sarah Springer Sarah Bizzarro		Pillars	Created Pillars of Character
				Classroom lessons
				Created and facilitated 4 <sup>th</sup> grade appropriate friendships/relational aggression unit
				Sent home flyers for new social problem solving/counseling morning groups
				Cultural Arts Assemblies “Quiet Riot”
				Continued Classroom Lessons
				Developed Zero Period courses, registrations were handed out and returned, classes to begin late January
				Zero Period classes started, classroom lessons
	Sarah Springer	January	Class Rosters	

**Mendham Township Middle School**  
**Activities and Progress towards Building Objectives**

**MTMS OBJECTIVE 1:** 100% of the students at Mendham Township Middle School will pass the mathematics section of the NJASK 2012 by developing and implementing strategies that: 1. Create shared responsibility for the success of all students; 2. Utilize a rotating teacher problem solving period schedule to infuse “number sense” (area of 10-11 fragility) into instruction; 3. Increase student graphing calculator proficiency for algorithms and for learning skills and concepts more efficient; 4. Schedule special education teachers such that resource room teachers are doing ICS AND have one day per week set aside during enrichment to serve ICS students; 5. Infuse probability into grade 6 POW more explicitly (fragility on Algebra tests); 7. Increase structure and focus on intervention during zero period classes and any additional strategies developed throughout the course of the 2011-2012 school year.

Action Plan	Staff	Timelines	Evaluation Criteria	Progress
Staff participation in specific goal setting and identification of strategies	Math dept Principal	September 2011	Creation of Goal & Strategies	-Meeting 9/6/11 w principal -Meeting 9/12/11 Team only NJASK cluster data review
Scheduling of resource teachers into all ICS but one 7 <sup>th</sup> grade	Principal	September 2011	Schedules	Completed – all but one 7 <sup>th</sup> section – resource teachers have one additional period per week to see ICS students – see all resource 2-3 additional periods per week
Meet with MA staff to clarify goals and interventions	All MA Staff	October 2011	Meeting agenda	October 3
Review Calculator Proficiency documents – pre/post test?	All MA Staff	October 2011	New document? Pre/post tests?	Discussed issue with director – provide list of identified and she will ensure they will be accounted for.
Meet with CST to ensure all students who need it... have calculator usage in NJASK accommodations	CST / resource teachers	September / October	IEPs	All students who need calculator accommodation have it in IEP
Review of individual cluster data to find commonalities of most fragile students - set up supplemental rosters	All MA Staff	October 2011	Meeting agenda	Meetings to review individual student scores – process to create a calc and numb sense assessment completed on October 10 – completed 7 <sup>th</sup> and 8 <sup>th</sup>

Review Curriculum and NJCCCS to define “number sense” as related to PS intervention – Rotate Staff during intervention	All MA Staff	November	Rotation schedule – Intervention materials	Created in administered pretest focused on number sense to all in 7/8 – results pending – 12/8, 16 week detailed plan of intervention due based upon item analysis – individual 7 <sup>th</sup> and 8 <sup>th</sup> grade plans created and implemented. Lessons in progress as observed and reported
Create regular student growth meetings during team periods	All MA Staff	Oct - June	Meeting agendas	
Review of 6 <sup>th</sup> grade POW at team meetings to ensure vertical ‘articulation’	Wilce / Emr	Oct - June	Meeting agendas – creation of aligned prompts on homework board	6 <sup>th</sup> grade POW aligned with intended probability focus
Intervention evaluation / modification throughout	All MA Staff	Oct - June	Meeting agendas – principal observation	
Review of NJASK				

**MTMS OBJECTIVE 2:** By June, 2012, MTMS seventh and eighth graders will effectively and independently rewrite, revise, and edit their own thesis based / persuasive essays by: 1. mastering the use of the reverse outline (RO) Form B as evidenced by 90% of the students scoring at least 85% on the RO Form B posttest and 2. mastering the use of the RO to rewrite a thesis based / persuasive essay as evidenced by 80% of the students increasing no less than one level on the NJ Holistic Scoring Rubric from original to rewrite.

Action Plan	Staff	Timelines	Evaluation Criteria	Progress
Staff participation in specific goal setting through pretesting of 10-11 students. Creation of 11-12 writing timeline.	Hueston, Darche', Horutz	June 2011	Creation of Goals	Completed 6/14/11
Meet with LA staff to clarify goals and intervention calendar	All LA Staff	June 2011	Meeting agenda	Completed 9/1/11
Create 3 from A and 3 Form B assessments	All LA Staff	By September 2011	Meeting agenda	Form B rewritten – 9/12 T meeting  Samples completed  All 7 RO assessments created 10/10 11. Awaiting completion of RO#3 in 8 <sup>th</sup> due to progress.  Final RO written and rubric created during 2/17/12 in-service.
All students introduced to plan during first reverse outline (RO)	LA and Student	September 2011	Completion of first re-write – principal review	Completed throughout week of 9/23
All 7/8 LA students complete 3 RO Form B assessments (pre / mid / post) & <u>Meta-text</u>	Grades 7/8 students / LA Staff	Sept 11 – June 12	Principal Review & Data tables	<b><u>% scoring at least 85%</u></b> <b>#1: 7<sup>th</sup>=78% / 8<sup>th</sup>= 90%</b> <b>#1 rescored: 46% / 36%</b> <b>#2: 38% / 33%</b> <b>#3:</b>
All 6 LA students complete 3 RO form A assessments (pre / mid / post) & Meta-text - Preparation for 12-13 Goals  <b>REMOVED FROM GOAL</b>	Grades 6 students / LA Staff	Sept 11 – June 12	Principal Review & Data tables	<b><u>% scoring at least 85%</u></b> <b>#1: REMOVED FROM GOAL</b> <b>#2: REMOVED FROM GOAL</b> <b>#3: REMOVED FROM GOAL NOT PART OF GOAL</b>

ALL grade 7, and 8 LA staff teach the RO explicitly - part to whole and utilize regularly.	LA students	Sept 11 – June 12	Formal / Informal  Observations /  Plan books	Review of RO#1 results – changed scoring rubric 10/10/11  During 2/17/12 in-service-teachers created specific lessons to utilize to address the areas of common fragility-via item analysis
ALL grade 5, 6, 7, and 8 students will complete 8 rewrites: 2 are pre/post-test w RO. 3 additional will utilize RO. 3 free choice of rewrite process. (5 <sup>th</sup> last two utilize RO Form A)	LA Staff & Students	Sept 11 – June 12	Principal’s Review of Portfolios – 2 rewrites per making period	<b><u>Commentary</u></b>  MP1: reviewed all portfolios – all completed sent follow up email  MP2: reviewed all portfolios- all up to date – met with each teacher during review  MP3:  MP4:
Pretest / Posttest Process  1. September: Student writes thesis based essay (timed prompt) – earns rubric score. Pretest – student rewrites his/her essay – earns rubric score  2. May – Student writes thesis based essay (timed prompt) – earns rubric score. Posttest – student rewrites his/her essay – earns rubric score	LA Staff & Students	Sept 11 – May 12	Principal Review  &  Data tables	<b><u>% increasing 1 level</u></b>  <b>Pretest: Guide Instruction</b>  <b>Re-Write #1:</b>  <b>20% in 8<sup>th</sup> / 40% on 7th</b>  <b>Posttest: Goal more than 80%</b>  <b>Re-Write #6:</b>
Create year 3 8 <sup>th</sup> grade intervention – keep grade 7 the same for 12-13	All LA Staff	May/June 2012	Meeting agenda	

## Strategic Plan

During the 2010-2011 school year, the Mendham Township Board of Education partnered with the entire community to develop a strategic plan that was representative of what all stakeholders desire for their schools. As an outgrowth of this plan, three objectives/goals were generated to inform the work of the District:

**Objective 1:** The Mendham Township School District will provide all students with high quality instruction and curricular programs

**Objective 2:** The Mendham Township School District is committed to fostering the social, emotional, and physical well being of all students

**Objective 3:** To enhance community engagement through communication

Throughout the life of this Plan, administration will regularly update the Board of the progress that is being made in attaining these objectives.

**Activities and Progress towards the Strategic Plan**

**Objective 1: The Mendham Township School District will provide all students with high quality instruction and curricular programs**

Activity	Responsible Person (s)	Evaluation Criteria	Progress	Dates
<b>Mendham Township Elementary School</b>				
Staff will participate in development of curriculum, goal setting and assessment	Administrators Teachers	<ul style="list-style-type: none"> <li>• Meeting Agendas</li> <li>• Completed products</li> <li>• Agenda</li> <li>• Grade book templates</li> </ul>	Grade book alignment to standards	September-October 2011
			PD on proficiency evidence	September –October 2011
			Met with each teacher/staff member to discuss PDP	September 2011
			Complete formal observations and give feedback regarding performance	October 2011- February 2012
			School-wide writing prompt articulation, reading/writing workshop alignment	February 2012
Create most appropriate formative and summative assessments to measure building objectives	Administrators Teachers	<ul style="list-style-type: none"> <li>• Assessment products</li> <li>• Student Data</li> <li>• Objective Action Plan</li> </ul>	Rubrics	Ongoing, unit and assignment based
			Benchmarks	Quarterly assessment
			New Report Cards and grade books	Implemented September 2011
			School Wide Writing Prompt and Rubric	January 2012
Incorporate skills based learning in content areas... Critical Independent Thinking	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Admin walk through</li> </ul>	Lesson Plans- all content areas	daily

Inquiry Technology		<ul style="list-style-type: none"> <li>• Observation</li> </ul>		
Integrate technology into instruction to broaden student's horizons	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Lesson observation</li> <li>• Observation</li> <li>• Walk through</li> </ul>	Use of Computers - World Language Lab/Tech lab, Laptops, 4 classroom PCs	ongoing
			Rosetta Stone	ongoing
			Media Studio	Started December 2011
Professional Development activities aligned to student achievement goals	Administrators Teachers Consultants	<ul style="list-style-type: none"> <li>• Review of professional development agenda</li> <li>• Staff survey</li> </ul>	Alignment of grade books to standards	September-October 2011  ongoing
			Grade Level and PLC training- Whole School Writing Prompt	January 2012
			Conference Logs	November 2011
			DRA training	October 2011
			Reading, Writing, and math workshops	Monthly meetings, grade level and faculty September 2011-February 2012
Provide rigorous and relevant curriculum that meets the needs of all learners	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Walk through</li> <li>• Observation</li> <li>• Document review</li> </ul>	Met with each teacher/staff member to discuss PDP	September 2011
			Complete formal observations and give feedback regarding performance	October 2011-February 2012
			Individualized Spelling	Weekly
			Reading, Writing, and math workshops	daily

**Mendham Township Middle School**

Activity	Responsible Person (s)	Evaluation Criteria	Progress
Staff will participate in development of curriculum, goal setting and assessment	Administrators Teachers	<ul style="list-style-type: none"> <li>• Meeting Agendas</li> <li>• Completed products</li> <li>• Agenda</li> </ul>	<p>*Development or building goals and interventions</p> <p>* Science team working on new graphing intervention final for backwards curricular design</p> <p>* Review if new core standards with LA 10/24 – Math review online core standards web presentation 10/24</p> <p>*Creation of vertical research strands in grades 7 &amp; 8</p> <p>*BOE approval of final Science aligned to NJCCCS completed by staff</p>
Create most appropriate formative and summative assessments to measure building objectives	Administrators Teachers	<ul style="list-style-type: none"> <li>• Assessment products</li> <li>• Student Data</li> <li>• Objective Action Plan</li> </ul>	<p>* See building level plans</p> <p>* Rewriting of Science Benchmark P.S. w data assessments</p> <p>* Math department in process of unpacking CCSS and creating quarterly benchmarks</p>
Incorporate skills based learning in content areas... Critical Independent Thinking Inquiry Technology	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Admin walk through</li> <li>• Observation</li> </ul>	<p>* SS department working on task/text/talk projects incorporating skills based process / thinking into history</p> <p>*Physics teacher to visit New providence Middle School to observe mobile I-Pad cart in action. Month of March the iPad will be given to Mrs. Bray for pilot/use in room</p> <p>* Science department implementing quick-write (3 per week) all year – 2/17/12 in-service on developing informational text</p>

			reading/organizational strategies in content area
Integrate technology into instruction to broaden student's horizons	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Lesson observation</li> <li>• Observation</li> <li>• Walk through</li> </ul>	<p>*Creation of interactive notebook online activities for all Inclusive School novels</p> <p>* Skype with students in China (11/15)</p> <p>* Mrs. Gustavsen utilizing Kidsblog for night writes – very successful. reviewed by Superintendent – 2/17/12 turnkey strategy to LA staff</p> <p>* 5<sup>th</sup> grade math teacher utilized “3-d cubes” with Smart Board and Smart Camera</p> <p>* 5<sup>th</sup> grade math teacher piloting “individual response” units in class</p> <p>* 7<sup>th</sup> grade biography research done completely through “Noodle Tools” in concert with Librarian</p>
Professional Development activities aligned to student achievement goals	Administrators Teachers	<ul style="list-style-type: none"> <li>• Review of professional development agenda</li> <li>• Staff survey</li> </ul>	<p>* 9/1, 9/6, 9/12 department meeting focused on interventions for goals</p> <p>*10/24 In-service found a majority of team tasks related to building and department goals</p> <p>*ICS teachers created their own Teachscape walkthrough evaluation</p>
Provide rigorous and relevant curriculum that meets the needs of all learners	Administrators Teachers	<ul style="list-style-type: none"> <li>• Plan Books</li> <li>• Walk through</li> <li>• Observation</li> <li>• Document review</li> </ul>	<p>*Review of student tests</p> <p>*All formal observations completed – back to focus on Teachscape walkthrough</p> <p>* 2/8/12 – meeting with all resource room 4<sup>th</sup> through 8<sup>th</sup> grade teachers to ensure</p>

			reading proficiency of all students through 12 – 13 IEP placements
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**Objective 2: The Mendham Township School District is committed to fostering the social, emotional, and physical well being of all students**

Mendham Township Elementary School				
Activity	Responsible Person (s)	Evaluation Criteria	Progress	Dates
All students will participate in age appropriate activities that educate and promote a healthy respect for one's physical and emotional well being	Physical Education Teachers Nurses Counselors Teachers Administrators Social Worker	<ul style="list-style-type: none"> <li>• Climate Survey</li> <li>• Lesson Plans</li> <li>• Meeting Agendas</li> </ul>	School Counseling: Small Group work with K-4 Students (Springer's Café, "Friendship Lunches", 1 <sup>st</sup> grade Lunch Bunch)	Lunch bunch 2x weekly, café ongoing
			Zero Period Classes- 3 <sup>rd</sup> grade morning social problem solving group; 4 <sup>th</sup> grade morning testing taking skills group	Each class meets 1 time per week for 6 week sessions  2 groups per session
			Developmental Guidance Lessons	Once monthly
			Health Lessons-1 science unit specifically devoted to physical and emotional health in each grade	time of year varies
			Assemblies/Guest Speakers	Bullying (officers)- October  The Golden rule Show/Do the right thing- October  Dog safety- November  Dentist-February

All students will develop 21 <sup>st</sup> century skills which include communication, collaboration, leadership, critical thinking and problem solving, creativity and innovation.	Teachers Counselors Administrators	<ul style="list-style-type: none"> <li>• Lesson plans</li> <li>• Enrichment offerings</li> <li>• PLC Agendas</li> <li>• Checklist (Grades 3 &amp;6)</li> </ul>	School Counseling: Springer's Café; Individual and Small Group Counseling Interventions that have focused on social problem solving skills and appropriate communication between peers	ongoing
			Anti-bullying units in 3 <sup>rd</sup> and 4 <sup>th</sup> grades that develop students as responsible bystanders	September and October 2011- ongoing topics
Students will participate in an integrated character education curriculum and supporting activities that will develop respect for oneself and others	Health Teachers Nurses Counselors Teachers Administrators	<ul style="list-style-type: none"> <li>• Climate survey</li> <li>• Lesson Plans</li> <li>• Character Ed Curriculum</li> </ul>	School Counseling: Monthly developmental guidance lessons that focus on: Bullying, Apologizing, Anger Management, Self- esteem.	Monthly

**Mendham Township Middle School**

Activity	Responsible Person (s)	Evaluation Criteria	Progress
All students will participate in age appropriate activities that educate and promote a healthy respect for one's physical and emotional well being	Physical Education Teachers Nurses Counselors Teachers Administrators	<ul style="list-style-type: none"> <li>• Climate Survey</li> <li>• Lesson Plans</li> <li>• Meeting Agendas</li> </ul>	<p>*9/11 activities related to patriotism and tolerance via WNWR</p> <p>*Advisory program began in 5<sup>th</sup> &amp; 6<sup>th</sup></p> <p>*Food pantry and Operation Holiday</p>
All students will develop 21 <sup>st</sup> century skills which include communication, collaboration, leadership, critical thinking and problem solving, creativity and innovation.	Teachers Counselors Administrators	<ul style="list-style-type: none"> <li>• Lesson plans</li> <li>• Enrichment offerings</li> <li>• PLC Agendas</li> <li>• Checklist (Grades 3 &amp;6)</li> </ul>	<p>* SS department working on task/text/<b>talk</b> projects incorporating skills based process / thinking into history</p> <p>* Peer leaders create and host student awards assembly</p>
Students will participate in an integrated character education curriculum and supporting activities that will develop respect for oneself and others	Health Teachers Nurses Counselors Teachers Administrators	<ul style="list-style-type: none"> <li>• Climate survey</li> <li>• Lesson Plans</li> <li>• Character Ed Curriculum</li> </ul>	<p>*Integration of one LA novel at each grade level focused on creating a more inclusive school climate... character building focus</p> <p>*Integration of LA novel into advisory lessons in grades 5/6</p> <p>*Week of respect / Red Ribbon activities</p> <p>* Completion and submission of ISCI Rutgers Grant to improve MTMS' inclusive school climate</p>

**Objective 3: To enhance community engagement through communication**

<b>Mendham Township Elementary School</b>				
Activity	Responsible Person(s)	Evaluation Criteria	Progress	Dates
Dissemination of district news & activities to residents/alumni Newsletter Budget Alert BOE minutes & meeting dates E- Blasts Social Media Website	Superintendent Administrative Team Board of Education Home School Association (HSA) Tech Support	<ul style="list-style-type: none"> <li>• No. of interactions on all web/ media sites</li> <li>• Information posted</li> <li>• Budget alerts distributed and newsletters published</li> <li>• Websites active and updated</li> </ul>	Website Update	
Develop resident database <ul style="list-style-type: none"> <li>• Emails</li> <li>• Phone numbers</li> <li>• Local organizations</li> <li>• Areas of Expertise for sharing with students</li> </ul>	Administrators Board Office Support Staff Tech Support Faculty	<ul style="list-style-type: none"> <li>• Existence and use of resident databases</li> <li>• Reporting to stakeholders</li> <li>• Distribution lists</li> <li>• E-mail files</li> <li>• Programming</li> <li>• Student feedback</li> </ul>		
Increase press coverage and increase frequency of article postings and photographs	Superintendent Administrative Team Faculty HAS	<ul style="list-style-type: none"> <li>• Increased coverage of schools</li> <li>• Articles and photos collected for media log</li> </ul>	Contacted local newspapers regarding 9/11 ceremony, and student achievement (published articles)  (pictures were sent for other events, but were not published)	September 2011  January 2012
			District Newsletter	Quarterly articles
			School Website updates	Ongoing

Increase opportunities for parent/child activities	Superintendent Administrative Team HAS	<ul style="list-style-type: none"> <li>• Additional Programming</li> <li>• Registration and sign in sheets</li> <li>• Parent/child feedback</li> </ul>	9/11 ceremony invitation	September 2011
			Cultural Arts- Bottle Cap Art with parents Grades k,1,3	October 2011
			Halloween Parties	October 2011
			Thanksgiving Feasts	November 2011
			Holiday Singalongs	December 2011
			Valentine parties	February 2012
Invite residents to school events & activities. Ex: Trivia Bee Shakespeare Festival Thanksgiving Feast	Superintendent Principals Faculty Media Specialists HAS	<ul style="list-style-type: none"> <li>• Increase resident attendance and participation at events</li> </ul>	Events/assemblies:  9/11 ceremony,  Back to School Night  Hosted 4 Open Houses	September 2011  September 2011  January 2012
			Guest Speakers;  Mr. Schipper (resident) spoke with 3 <sup>rd</sup> grade class regarding recycling  The Green Team parents Mrs. Beck	October 2011  November 2011

			<p>and Mrs. Veleber (residents) presented recycling info to all grade levels</p> <p>Mrs. Shuurmans (resident) presented appropriate dog handling/safety to 2<sup>nd</sup> grade</p> <p>Dr. Nettune visited 3<sup>rd</sup> grade to discuss dental health</p>	<p>November 2011</p> <p>February 2012</p>
			<p>Parent (resident) involvement;</p> <p>Parents invited to assist with Bottle Cap</p> <p>Art-cultural arts</p> <p>Parent participation in Holiday Sing-A-Longs and Parties</p> <p>Friday Fun Night</p> <p>Parent Involvement on Cafeteria Committee</p> <p>Parent Involvement on Green Team</p> <p>Parent Involvement in Outdoor Learning Center Committee Work</p> <p>Met with "Cool the Earth" – green initiative initiated by Doon Wints (parent)</p>	<p>October 2011</p> <p>Ongoing</p> <p>December 2011</p> <p>December 2011</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>January 2012</p>

			Parents Assist with Starlab  Parents assist with Quest 3 Chess	January 2012  November 2011- January 2012
Utilize local venues for school field trips	Administrators Teachers Faculty	<ul style="list-style-type: none"> <li>Utilization of local venues</li> </ul>	4 <sup>th</sup> grade to Ralston Cider Mill  Schiff Natural Preserve- Maple Sugaring 1 <sup>st</sup> grade	September 2011  February 2012
Create educational advisory council to explore common educational issues	Superintendent Administrative Team Board of Education	<ul style="list-style-type: none"> <li>Existence of an advisory board</li> <li>Schedule public forums on educational issues</li> <li>Agendas</li> <li>Meetings</li> </ul>	Parent Cafeteria Advisory Board  Outdoor Learning Center Committee  Green Team	Ongoing  Ongoing  Ongoing
Encourage community ownership of school governance	Superintendent Board of Education HSA	<ul style="list-style-type: none"> <li>Rotate location of BOE meetings</li> <li>Increase resident attendance at BOE meetings</li> </ul>		

**Mendham Township Middle School**

Activity	Responsible Person (s)	Evaluation Criteria	Progress
Dissemination of district news & activities to residents/alumni Newsletter Budget Alert BOE minutes & meeting dates E- Blasts Social Media Website	Superintendent Administrative Team Board of Education Home School Association (HSA) Tech Support	<ul style="list-style-type: none"> <li>• No. of interactions on all web/ media sites</li> <li>• Information posted</li> <li>• Budget alerts distributed and newsletters published</li> <li>• Websites active and updated</li> </ul>	*website in tip-top shape everything updated  * Weekly podcasts about MTMS happenings  * Principal update letters in report cards  * Integration of alumni into student faculty basketball game
Develop resident database <ul style="list-style-type: none"> <li>• Emails</li> <li>• Phone numbers</li> <li>• Local organizations</li> <li>• Areas of Expertise for sharing with students</li> </ul>	Administrators Board Office Support Staff Tech Support Faculty	<ul style="list-style-type: none"> <li>• Existence and use of resident databases</li> <li>• Reporting to stakeholders</li> <li>• Distribution lists</li> <li>• E-mail files</li> <li>• Programming</li> <li>• Student feedback</li> </ul>	* Sent 3 e-blasts in October to inform parents of various events – plethora of news stories posted
Increase press coverage and increase frequency of article postings and photographs	Superintendent Administrative Team Faculty HSA	<ul style="list-style-type: none"> <li>• Increased coverage of schools</li> <li>• Articles and photos collected for media log</li> </ul>	* Interviewed by Daily Record for 9/11 activities  * Sent press release and pictures about operation holiday to Observer, Star Ledger, Daily Record  * Boys Basketball team picture in news for winning County Tournament  * 4 student musicians earning chairs in Regions Band in paper
Increase opportunities for parent/child activities	Superintendent Administrative Team HSA	<ul style="list-style-type: none"> <li>• Additional Programming</li> <li>• Registration and sign in sheets</li> <li>• Parent/child feedback</li> </ul>	* Parent experts help prep 8 <sup>th</sup> graders for Mock Trial  *In progress of preparing student / parent anti-drug education night with Bob Cook and MTPD
Invite residents to school events & activities. Ex: Trivia Bee Shakespeare Festival Thanksgiving Feast	Superintendent Principals Faculty Media Specialists HSA	<ul style="list-style-type: none"> <li>• Increase resident attendance and participation at events</li> </ul>	*Host and MC Trivia Bee  * Student faculty basketball Game spirit contest

Utilize local venues for school field trips	Administrators Teachers Faculty	<ul style="list-style-type: none"> <li>• Utilization of local venues</li> <li>• Increased venues for student experiences in district based on resident expertise</li> </ul>	<ul style="list-style-type: none"> <li>* Holly Manor in full swing</li> <li>* Weekly Dismal Harmony trips to rid invasive species</li> </ul>
Create educational advisory council to explore common educational issues	Superintendent Administrative Team Board of Education	<ul style="list-style-type: none"> <li>• Existence of an advisory board</li> <li>• Schedule public forums on educational issues</li> <li>• Agendas</li> <li>• Meetings</li> </ul>	<ul style="list-style-type: none"> <li>* principals chat – discussion of curriculum throughout</li> <li>* HIB safety committee meeting w teachers and parents 12/14/11</li> </ul>
Encourage community ownership of school governance	Superintendent Board of Education HSA	<ul style="list-style-type: none"> <li>• Rotate location of BOE meetings</li> <li>• Increase resident attendance at BOE meetings</li> </ul>	