

Montville Township Public Schools ACTION PLAN

Goal Area #1: Student Achievement and District Achievement

Goal Statement: Foster high levels of student and district achievement by creating and maintaining an environment that provides an educational experience that will challenge each student to work to their full potential in acquiring the knowledge and skills to excel in their chosen field of study or career.

Objective #1: Ensure that students are accepted to the colleges of their choice.

Major Activities	Staff	Resources	Timelines	Indicators of Success
1.1.a Analyze Naviance data and any other available information to identify colleges where MTHS students are applying and not being accepted where they appear to meet the college's acceptance criteria.	<ul style="list-style-type: none"> •Counselors •Director of Counseling 	<ul style="list-style-type: none"> •Naviance Data •Student input 	Summer/Early Fall 2017	Creation of list of colleges where MTHS are not gaining acceptance
1.1.b Build relationships with admissions officers at colleges where MTHS students are not being accepted, yet appear to meet the admissions standards	<ul style="list-style-type: none"> •Counselors •Director of Counseling 	<ul style="list-style-type: none"> •Listing of colleges developed through 1.1.a •Input derived from survey of students 	2017-2018 school year and ongoing	<ul style="list-style-type: none"> • Creation of a list of Admissions Office contacts in identified colleges • Creation of a schedule of visitations or telephone contacts with Admissions Officers to acquaint them with MTHS and to inquire about reasons for non-acceptance of students
1.1.c Strengthen our relationships with admissions officers at colleges ranked as most competitive	<ul style="list-style-type: none"> •Counselors •Director of Counseling 	<ul style="list-style-type: none"> •Naviance data indicating those most competitive colleges where MTHS students have applied in last 5 years 	2017-2018 school year and ongoing	<ul style="list-style-type: none"> • Creation of a list of Admissions Office contacts in identified colleges • Creation of a schedule of visitations or telephone contacts with Admissions Officers to acquaint them with MTHS
1.1.d Use the Alumni Network to identify former students who can meet with current MTHS students to discuss the college application process and making a successful transition to college.	<ul style="list-style-type: none"> •Superintendent •High School Principal •Director of Counseling 	<ul style="list-style-type: none"> •Alumni Network database to be developed through strategy 3.5.a. 	2017-2018 school year and ongoing	Development of a schedule to provide an opportunity for alumni to meet with MTHS students to provide their insight on the college admissions process and the transition to study at the college level.

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Objective #2: Successfully implement the new gifted and talented program at the elementary and middle school levels.

Major Activities	Staff	Resources	Timelines	Indicators of Success
1.2.a Communicate with parents regarding the new Gifted and Talented Program.	<ul style="list-style-type: none"> •Administrative Team 	G&T Curriculum Guide and Selection Matrix approved by the Board of Education in 2016-2017	Beginning in the spring of 2017 and ongoing	<ul style="list-style-type: none"> •Information to be communicated to parents through the monthly district newsletter •Information to be shared through PTA/PTC/HSA meetings as appropriate •Information on the program and its implementation to be made available through the district website
1.2.b Provide professional development for teachers to enable them to provide appropriate instructional experiences for the gifted students in their class.	<ul style="list-style-type: none"> • Supervisor of Elementary Education • Assistant Superintendent for Curriculum and Instruction • Principals/Supervisors 	<ul style="list-style-type: none"> •New teachers to receive professional development in working with G&T students using the cluster model •Supervisor of Elementary Education and Subject area Supervisors to provide resources and support to teachers in developing instructional activities for G&T. 	Beginning in the spring of 2017 and ongoing	<ul style="list-style-type: none"> •Summary of professional development meetings and workshops presented to teachers

<p>1.2.c Evaluate implementation of the new Gifted and Talented Program</p>	<ul style="list-style-type: none"> •Administrative Team •Teachers 	<p>Online survey data collected from teachers</p>	<ul style="list-style-type: none"> •Online survey to gather information at the end of the first full year of implementation to be collected in the spring of 2018 •Data to be analyzed in the fall of 2018 •Recommendations for program revisions to be made during the 2018-2019 school year 	<ul style="list-style-type: none"> • Teacher input to be analyzed by the Supervisor of Elementary Education and the Assistant Superintendent for Curriculum and Instruction • Recommendations for any revisions or modification to the program to be brought to the Curriculum, Instruction and Technology Committee by April 2019
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Objective #3: Ensure smooth transitions from elementary school to middle school and from middle school to high school.

Major Activities	Staff	Resources	Timelines	Indicators of Success
1.3.a Provide Career Development Days and other programs for students to explore careers or engage in shadowing and internship experiences.	<ul style="list-style-type: none"> • Teachers • Administrators 	Development of list of current Career Development practices	To be completed by June 2018	Review of current practice and scheduling of Career Development Days and Sessions for the 2018-2019 school year
1.3.b Conduct surveys of students in 6 th and 9 th grades, and their parents, to ascertain their satisfaction with transition/orientation activities and elicit any recommendations for how the process might be improved.	<ul style="list-style-type: none"> • Administrative Team 	<ul style="list-style-type: none"> • Google surveys to be developed • Survey responses to be analyzed by the administrative team 	<ul style="list-style-type: none"> • Student and parent surveys to be conducted in the late fall 2017 • Following any adjustments to the transition programs, survey to be conducted again in the fall of 2018 and 2019 	<ul style="list-style-type: none"> • Identification of suggestions for improvement or identification of gaps in the transition experience provided to students • Elimination of identified concerns as evidenced by survey results received in the Fall of 2018 and 2019.

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Objective #1: Provide ongoing, sustainable professional development related to the integration of technology in instruction.

Major Activities	Staff	Resources	Timelines	Indicators of Success
<p>2.1.a Provide professional development opportunities for teachers to enhance their understanding of STEM/STEAM and the ways in which these approaches can be integrated into instruction</p>	<ul style="list-style-type: none"> • Educational Technology Teacher Coach • Supervisor of Mathematics, Science and Business • Asst. Superintendent for Curriculum and Instruction 		<p>Programs to be provided by the Educational Technology Teacher Coach and through peer-to-peer workshops to be initiated during the 2017-2018 school year and ongoing</p>	<p>Program listing and workshop evaluations</p>

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Objective #2: Provide a 1:1 Chromebook initiative for grades 5 – 12.

Major Activities	Staff	Resources	Timelines	Indicators of Success
2.2.a Development of a plan to implement a 1:1 Chromebook initiative for all students in grades 5-12	<ul style="list-style-type: none"> ●IT Director ●Assistant Superintendent ●Superintendent 	<ul style="list-style-type: none"> ●Multi-Year Plan to include hardware, infrastructure and staffing needs ●A financial projection to be included in the plan detailing the necessary annual expenses to achieve 1:1 status 	Plan to be completed by February 1, 2018	Plan to be provided to the Board of Education
2.2.b Development of a budgetary strategy to fully implement the use of Chromebooks by students in grades 5 through 12 on a 1:1 basis	<ul style="list-style-type: none"> ●IT Director ●Assistant Superintendent ●Superintendent ●School Business Administrator 	<ul style="list-style-type: none"> ●Available budget funds 	Full 1:1 implementation Target date to be determined in Plan to be developed by February 1, 2018	Incorporation of adequate funding in the district’s annual budget to acquire the necessary hardware, infrastructure and staffing to adequately support the 1:1 Chromebook Initiative
2.2.c Development of parent materials and parent training regarding student use of and responsibility for Chromebooks	<ul style="list-style-type: none"> ●IT Director ●Administrative Team 	<ul style="list-style-type: none"> ●Research implementation plans from other districts to determine best practices and pitfalls 	Spring and Summer 2018 Parent training to be provided as devices are rolled out by grade level beginning in the 2018-2019 school year	<ul style="list-style-type: none"> ●Creation of informational materials for parents ●Scheduling of parent information sessions ●Development of any necessary contracts or use agreements
2.2.d Development of student materials and student training regarding the use of and responsibility for Chromebooks that are issued to them	<ul style="list-style-type: none"> ● IT Director ● Administrative Team 	<ul style="list-style-type: none"> ●Research implementation plans from other districts to determine best practices and pitfalls 	Student training to be provided as devices are rolled out by grade level beginning in the 2018-2019 school year	<ul style="list-style-type: none"> ●Creation of informational materials for student ●Scheduling of student information sessions ●Development of any necessary contracts or use agreements

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Objective #3: Ensure that students and staff develop the necessary 21st Century digital skills for communication and managing the instructional process.

Major Activities	Staff	Resources	Timelines	Indicators of Success
2.3.a Create a listing of Core Digital Competencies that staff and students should have	<ul style="list-style-type: none"> ●Administrative Team ●Teachers 	<ul style="list-style-type: none"> ●Information to be gathered from other districts, professional associations and other educational sources 	<ul style="list-style-type: none"> ●Initial listing to be developed by June 2018 	Listing to be provided to the Board of Education
2.3.b Review current programs, professional development opportunities, curriculum and other instructional practices to identify if all Core Digital Competencies are being addressed with staff and students	<ul style="list-style-type: none"> ●Administrative Team ●Teachers 	<ul style="list-style-type: none"> ●Records of Professional Development, Curriculum materials, lesson plans 	<ul style="list-style-type: none"> ●Current practice to be reviewed against the list of Core Digital Competencies to determine if any gaps or discrepancies exist – to be completed by June 2019 	Listing of gaps and discrepancies to be prepared.
2.3.c Create a plan to ensure that all Core Digital Competencies are addressed with staff and students beginning in September 2019.	<ul style="list-style-type: none"> ●Administrative Team ●Teachers ● 	<ul style="list-style-type: none"> ●Results from analysis of gaps and discrepancies completed during the 2018-2019 school year. 	<ul style="list-style-type: none"> ●Listing of needed training and any needed curriculum revisions to be completed for implementation during the 2019-2020 school year. 	Revised curriculum documents and other instructional materials

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Objective #4: Develop an annual STEAM Day to highlight these programs and activities in all of the schools.

Major Activities	Staff	Resources	Timelines	Indicators of Success
<p>2.4.a Provide guidance and resource materials to assist each teacher in creating instructional activities as part of an annual district STEAM day.</p>	<ul style="list-style-type: none"> ●Assistant Superintendent for Curriculum and Instruction ●Subject Area Supervisors ●Principals 	<ul style="list-style-type: none"> ● Information gather from various sources ● Information from district teachers to be shared across the district through the employee portal 	<ul style="list-style-type: none"> ●Initial pilot STEAM Day to be held May 2017 ●STEAM Day Activities to be expanded and become an annual event in 2017-2018 	<ul style="list-style-type: none"> ● Summary of STEAM Day activities to be gathered and shared throughout the district. ● Evaluation of STEAM Day to provide input for improvement of this event in future years. ● Strong public relations efforts to make the community aware of the STEAM Day event and the accomplishments of the students.

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Objective #5: Develop a cycle class at the middle school level to focus on STEM/STEAM.

Major Activities	Staff	Resources	Timelines	Indicators of Success
2.5.a Create a curriculum guide for a cycle class at the middle school level to provide all students with exposure to STEM/STEAM activities	<ul style="list-style-type: none"> ●Supervisor of the Arts ●Asst. Superintendent for Curriculum and Instruction ●Teachers 	Research various models for STEM/STEAM instruction at the middle school level	Research and curriculum writing to take place during the 2017-2018 school year	Development of STEM/STEAM Cycle Course Curriculum Document(s) for the appropriate middle school grade levels
2.5.b Incorporate an appropriation in the 2018-2019 school district budget to purchase any necessary equipment, supplies and staffing to provide for the implementation of a STEM/STEAM cycle class at the middle school level.	<ul style="list-style-type: none"> ●Supervisor of the Arts ●Asst. Superintendent for Curriculum and Instruction ●School Business Administrator 	●Available budget funds	January – March 2018	Incorporation of the necessary appropriations in the 2018-2019 annual district budget.

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Objective #6: Expand extracurricular opportunities for students in the areas of problem solving, mathematics, coding and robotics.

Major Activities	Staff	Resources	Timelines	Indicators of Success
2.6.a Create a comprehensive listing of all enrichment program offerings and clubs that are engaged in STEAM activities.	<ul style="list-style-type: none"> ●Principals ●Asst. Supt. for Curriculum and Instruction 	Information gathered from schools	To be completed by December 2017	Listing of all STEAM program offerings and clubs
2.6.b Develop a database of local residents, local employees and MTHS graduates who are willing to serve as volunteer mentors and facilitators to support STEAM activities.	<ul style="list-style-type: none"> ●Asst. Supt. for Curriculum and Instruction ●Supervisor of the Arts 	Community outreach Building principals	To be completed by June 2018	Database listing of local residents, employees and MTHS graduates who are willing to serve as volunteer mentors and facilitators for STEAM activities and their specific areas of interest and availability
2.6.c Explore program or league options for Montville Township students to compete in STEAM-based challenges or competitions.	<ul style="list-style-type: none"> ●Supervisor of the Arts ●Supervisor of Math, Science and Business ●Asst. Supt. For Curriculum and Instruction ●Teachers 	Information from professional associations, MUJC committee involvement, other sources	To be completed by December 2018	Identification of a list of clubs that can be developed at the elementary, middle and high school level and/or competitive leagues that would provide opportunities for students to engage in STEAM activities
2.6.d Select clubs and activities to be implemented for the 2018-2019 school year	<ul style="list-style-type: none"> ●Teacher Advisors ●Supervisor of the Arts ●Supervisor of Math, Science and Business ●Principals ●Asst. Supt. For Curriculum and Instruction 	<ul style="list-style-type: none"> ●Clubs to be implemented through the usual process. ●Stipends to be incorporated into the budget following the usual process of initiation of a new extracurricular activity 	Clubs/teams to be implemented in the 2018-2019 school year	Listing of students engaged in these extracurricular activities at the elementary, middle and high school levels

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Objective #1: Conduct a study of the high school schedule to determine the feasibility of a later start to the high school day for students.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.1.a Formulate a committee to review and analyze the current high school schedule and the feasibility of making changes to the schedule that would permit a later start to the day for students.	<ul style="list-style-type: none"> • High School Administrators and Supervisors • Central Office Administrators • Transportation Coordinator • Athletic Director 	<ul style="list-style-type: none"> • Information on current schedule as well as information to be gathered on other high school scheduling models • Available research on school scheduling and its impact on high school students 	The Committee will be formulated in the Fall of 2017. The Committee will meet over the course of the 2017-2018 school year	Meeting agendas and minutes
3.1.b The Committee shall formulate recommendations regarding any proposed schedule modifications.	• High School Scheduling Committee	Deliberations and information from Committee Work	Late Spring/Summer 2018	Recommendation report from Scheduling Committee
3.1.c Develop the plans to implement any logistical changes that may be recommended by the committee.	<ul style="list-style-type: none"> • Administrative Team • Transportation Coordinator • Athletic Director 	Genesis Scheduling Module to be modified, if necessary, to accommodate and schedule changes which are approved by the Board of Education for implementation in the 2019-2020 school year	Changes and revisions to be reflected in the scheduling software to permit the student course selection process to reflect and schedule modifications for the 2019-2020 school year	Program of Studies and other Parent Communication documents to reflect the implementation of any approved schedule changes at the high school

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Objective #2: Implement programs and strategies to reduce student stress, anxiety and depression.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.2.a Incorporate a mindfulness approach for students and staff that will help reduce stress and anxiety.	•Administrative Team	Training to be provided during the annual administrative planning meeting in August 2017	Summer 2017 and ongoing	Completion of initial training
3.2.b Development of a Mindfulness Plan to incorporate these strategies into the instructional program at all grade levels	•Administrative Team •Teachers	<ul style="list-style-type: none"> • Review of Mindfulness Plans and Strategies utilized by other school districts • Develop a series of Mindfulness workshops which can be provided to teachers at afterschool professional development sessions • Develop materials to communicate to parents about the Mindfulness initiative 	2017-2018 School Year	<ul style="list-style-type: none"> •Completion of plan of action to implement mindfulness strategies with students. •Creation of a series of Mindfulness Professional Development Sessions to be provided to staff during the 2018-2019 school year •Identification of teaching staff members who will pilot the plan beginning in 2018-2019 •Parent Communication documents and information to describe the implementation of the Mindfulness initiative
3.2.c Provide information to guide students on selecting extracurricular activities to explore meaningful engagement rather than overcommitting themselves.	•Principals •Counselors	Gather information from colleges in terms of application review guidelines for extracurricular involvement	2017-2018	Prepare written bullet point document to be presented to students and parents as part of high school orientation process to guide students in becoming involved in extracurricular activities in a meaningful way.

3.2.d Continue to expand the district's efforts to be a Stigma Free School District in support of those affected by mental health and substance use issues.	<ul style="list-style-type: none"> ●Administrative team ●School Counselors and SACS ●Teachers 	Stigma Free Tool Kit and other resource materials available through Morris County and Atlantic Healthcare Systems	2017-2018 and ongoing	Summary of building level activities and programs.
3.2.e Continue to expand the district's efforts to meet the objectives of the Sustainable Jersey for Schools Program	<ul style="list-style-type: none"> ●Administrative Team ●Teachers ●Students 	Sustainable Jersey for Schools Program guidelines in the areas of People, Prosperity, and Planet	2017 and ongoing	Attainment of Bronze certification in the Sustainable Jersey for School Program

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Objective #3: Implement a service learning program at all grade levels to foster community involvement.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.3.a Incorporate a service learning component into the MTHS graduation requirements.	<ul style="list-style-type: none"> ●High School Administrative Team ●Director of Counseling ●Central Office Administrators 	<ul style="list-style-type: none"> ● Research current service learning programs in use at other NJ high schools ● Develop guidelines for a service learning component which will be incorporated as a graduation requirement ● Develop the necessary resources and forms necessary to assist students in engaging in service learning and documenting their experience 	2018-2019 school year and ongoing	Adoption of revised graduation guidelines which reflect a service learning component to be implemented in the 2020-2021 school year.
3.3.b Develop a means for students to create and maintain a portfolio of their service activities K-12.	<ul style="list-style-type: none"> ●School Principals ●Director of Counseling ●Central Office Administrators ●Director of Technology 	<ul style="list-style-type: none"> ●Research/develop a means to allow students to create and maintain a record of their service activities during their enrollment in the Montville Township Public Schools 	2018-2019 school year and ongoing	Development of electronic means for students to create and maintain a record of their service activities.

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Objective #4: Provide multiple means to embrace and celebrate the diversity that exists within our schools and our community.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.4.a Utilize school assemblies and events, as well as classroom based activities, to increase students' general awareness of diverse cultures and personal differences with the goal of building understanding and acceptance of differences.	<ul style="list-style-type: none"> ●Principals ●Teachers ●PTC/PTA/HSA Cultural Arts Committee 		Ongoing	Summary of school programs and assemblies.
3.4.b Expand public relations efforts to share information about programs, assemblies and other events occurring in the schools that educate students about various cultures.	<ul style="list-style-type: none"> ●Principals ●Teachers ●District Communications Officer ●Superintendent 	Local media outlets District newsletter Social media	Ongoing	Summary of articles and press releases provided
3.4.c Continue representative involvement with the OneMontville organization and support of their initiatives and events	<ul style="list-style-type: none"> ●Superintendent ●Board Member Representatives ●Principal Representatives ●Teacher Representatives ●Student Representatives 		Ongoing	Periodic updates from the Superintendent and Board of Education members

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Objective #5: Develop an active alumni network and facilitate greater alumni involvement in district programs and activities.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.5.a Beginning with the graduating Class of 2017, collect contact information from all graduating seniors to create a database that will facilitate ongoing communication with the high school and the school district.	<ul style="list-style-type: none"> ●High School Administrative Team ●IT Department ●School Counselors 	Contact information to include the student's planned field of study or area of expertise	Beginning in June 2017 and ongoing	Development of database of information to facilitate ongoing communication with alumni.
3.5.b Utilize the database to identify alumni volunteers to assist with panel presentations to current students and to identify alumni volunteers to assist and facilitate instructional presentations and extracurricular activities as needed.	<ul style="list-style-type: none"> ●High School Administrative Team ●IT Department ●School Counselors 	Database of alumni contact information to be developed, updated and maintained	Beginning in 2017-2018 and ongoing	<ul style="list-style-type: none"> ● Utilization of database information to identify alumni to engage on a volunteer basis with student activities and events. ● Distribute district communication, such as the monthly newsletter, to alumni.

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Objective #6: Increase efforts to provide alcohol and substance abuse prevention programs

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.6.a Work cooperatively with the Montville Township Police Department to pursue implementation of the L.E.A.D. program for substance abuse prevention.	<ul style="list-style-type: none"> ●Administrative Team ●Principals 	Discussions with Montville Township Police Chief, police personnel and Township officials.	<ul style="list-style-type: none"> ●Planning discussions to occur with funding and staffing are available through the Township budget to support implementation of this program. ●It is hoped that planning discussions can take place in the 2017-2018 school year. 	Development of implementation plan for L.E.A.D.
3.6.b Work cooperatively with the DAC and the Montville Township Committee and Township Officials to support efforts to eradicate opioid use within Montville Township	<ul style="list-style-type: none"> ●Administrative Team ●Principals ●Board of Education representatives ●Director of Counseling ●SACs and Counselors 	●Programs, resources and materials to be provided through the Township and the County	Discussions and planning to be initiated during the 2016-2017 school year and ongoing	Action Plans, Events and Goals to be cooperatively developed
3.6.c Stigma Free School District Implementation to facilitate and support the treatment of mental health issues	<ul style="list-style-type: none"> ●Administrative Team ●Principals ●Director of Counseling ●SACs and Counselors 	●Using the Stigma Free Tool Kit, develop plans and activities to create a Stigma Free environment within all of the district schools	Discussions and planning to be initiated during the 2016-2017 school year and ongoing	Action plans to be developed by individual schools

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Objective #7: Insure that strong character education is emphasized at all grade levels, with particular emphasis on developing students who are upstanding digital citizens.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.7.a Create a database of character education lessons, materials and resources to be shared among teachers and counselors in the district.	<ul style="list-style-type: none"> ●Administrative Team ●Director of School Counseling ●School Counselors ●Teachers 	Input from Counselors and Teachers	Beginning in the Fall of 2017 and ongoing	Development database of lesson plans and resource materials that can be accessed by counselors and teachers across the district
3.7.b Increase public relations efforts with regard to Character Education programs and initiatives in each school.	<ul style="list-style-type: none"> ●Administrative Team ●District Communications Officer 	<ul style="list-style-type: none"> ●Create a simple means of reporting events with details and pictures ●Expand and maintain media contacts 	Beginning in 2017-2018 and ongoing	A summary of media coverage of district Character Education programs and initiatives from all schools
3.7.c Pursue recognition as a National School District of Character through the New Jersey Alliance for Social, Emotional and Character Development.	<ul style="list-style-type: none"> ●Superintendent ●Administrative Team 	<ul style="list-style-type: none"> ●Meet with representatives from the New Jersey Alliance for Social, Emotional and Character Development to review the District's 2016-2017 Application ●Work with Administrative Team to provide more detailed documentation of the district's Character Education Programs and initiatives for inclusion on the 2017-2018 application 	2017-2018 Application to be finalized for submission by December 1, 2017	Successful submission of Application for National School District of Character Recognition for 2017-2018

<p>3.7.d Identify ways to encourage a strong, independent work ethic among all students.</p>	<ul style="list-style-type: none"> ●Superintendent ●Administrative Team ●Director of School Counseling ●Teacher and Counselor Representatives 	<ul style="list-style-type: none"> ●Form a Committee to analyze and discuss strategies to encourage the development of a strong, independent work ethic among all students 	<p>Beginning in the 2018-2019 school year</p>	<p>Formulation of recommendations to be presented to the Board by the end of the 2018-2019 school year</p>
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Montville Township Public Schools ACTION PLAN

Goal Area #3: School Culture and Climate/Community Involvement

Goal Statement: To foster a sustainable, positive school culture which is centered on norms, values and expectations that create an environment that allows students to develop intellectually, socially, emotionally and physically and provides all members of the school community with meaningful opportunities to become agents of positive change within their school and the community.

Objective #8: Identify and implement various means to increase school spirit at the high school level.

Major Activities	Staff	Resources	Timelines	Indicators of Success
3.8.a Work with the Branding Committee to create high profile events in connection with the unveiling of the new district logo, mascot design and motto	<ul style="list-style-type: none"> ●Superintendent ●District Communications Officer ●Branding Committee ●High School Administration 	Input from Branding Committee, Branding Agency and High School Administration	Beginning in late Spring until Fall launch of logo, mascot design and motto	Launch event(s) planned and held at MTHS
3.8.b Develop student ambassador programs.	High School Administration	<ul style="list-style-type: none"> ●Development of a cadre of student ambassadors who can be used as ushers, resource persons, tour guides, etc. for MTHS events 	Continuing	Ongoing use of students to fulfill these ambassador roles to interact with the general public and guests visiting MTHS
3.8.c Work with Mustangs Organization and MTHS PTC to develop events and initiatives to increase and celebrate school spirit	<ul style="list-style-type: none"> ●Superintendent ●District Communications Officer ●Athletic Director ●High School Administration ●Parent Support Organizations 	<ul style="list-style-type: none"> ●Input from Mustangs and PTC groups and discussion with high school administration and student representatives to select initiatives and events to promote school spirit 	Beginning in 2017-2018 and ongoing	Listing of events and activities to be publicized through the district website, publications and social media

Montville Township Public Schools ACTION PLAN

Goal Area #4: Cultivation of Faculty Excellence

Goal Statement: Recruit and maintain a faculty of excellent teachers who will provide innovative, rigorous and inspirational instruction at all grade levels and in all disciplines to support the highest levels of student achievement.

Objective #1: Encourage staff innovation with regard to the development of instructional programs and course offerings.

Major Activities	Staff	Resources	Timelines	Indicators of Success
4.1.a Facilitate collaborative discussions at the grade, school, and departmental levels to review curriculum, instructional practices and pursue innovative proposals and strategies that will support student learning and increase achievement.	<ul style="list-style-type: none"> ●Administrative Team ●Teachers 	<ul style="list-style-type: none"> ●Professional development opportunities ●Grade level, departmental and faculty meetings 	Ongoing	Proposed programs and initiatives to be brought to the Board of Education for approval
4.1.b Review courses at the high school level which are undersubscribed to determine curriculum revisions that might make them more relevant and engaging for students.	<ul style="list-style-type: none"> ●Supervisors ●Director of School Counseling ●High School Administrative Team ●Asst. Supt. for Curriculum and Instruction 	<ul style="list-style-type: none"> ●Course request information ●Research on high school curriculum and course trends 	Beginning in 2017-2018	Recommendations for revised/updated courses

Montville Township Public Schools ACTION PLAN

Goal Area #4: Cultivation of Faculty Excellence

Goal Statement: Recruit and maintain a faculty of excellent teachers who will provide innovative, rigorous and inspirational instruction at all grade levels and in all disciplines to support the highest levels of student achievement.

Objective #2: Review employee compensation to help ensure the district is able to attract the best and brightest teachers and support staff members.

Major Activities	Staff	Resources	Timelines	Indicators of Success
4.2.a In preparation for negotiations, analyze salary guides to ensure that the structure is one that will allow us to attract and retain excellent staff members.	<ul style="list-style-type: none"> •Central Office Administrators 	<ul style="list-style-type: none"> •Data collected from Morris County School Districts •Negotiations data from NJSBA 	To be completed by December 2017	Recommendations prepared for the Board of Education's MTEA Negotiations Team

Montville Township Public Schools ACTION PLAN

Goal Area #4: Cultivation of Faculty Excellence

Goal Statement: Recruit and maintain a faculty of excellent teachers who will provide innovative, rigorous and inspirational instruction at all grade levels and in all disciplines to support the highest levels of student achievement.

Objective #3: Evaluate the administrative and supervisory structure with a goal of providing the best possible instructional leadership.

Major Activities	Staff	Resources	Timelines	Indicators of Success
4.3.a Collect data on the administrative and supervisory structures in Morris County school districts as well as districts that are comparable to Montville Township.	<ul style="list-style-type: none"> • Superintendent 	Survey data to be collected from Morris County School Districts and other comparable School Districts	2017-2018 school year	<ul style="list-style-type: none"> • Compilation of data collected. • Recommendations for any changes to current administrative and supervisory structure

Montville Township Public Schools ACTION PLAN

Goal Area #4: Cultivation of Faculty Excellence

Goal Statement: Recruit and maintain a faculty of excellent teachers who will provide innovative, rigorous and inspirational instruction at all grade levels and in all disciplines to support the highest levels of student achievement.

Objective #4: Explore innovative strategies to meet the professional development needs of all staff members.

Major Activities	Staff	Resources	Timelines	Indicators of Success
4.4.a Discuss the effectiveness of the ScIP committees in analyzing the school's professional development needs and plans to meet those needs	<ul style="list-style-type: none"> • Superintendent • Asst. Superintendent • Asst. Supt. for Curriculum and Instruction • Administrators 	Information from Building Principals on ScIP functioning	To be initiated in the 2018-2019 school year	Summary of meeting(s) held and any recommendations developed
4.4.b Create a peer to peer workshop format to provide professional development opportunities for staff	<ul style="list-style-type: none"> • Superintendent • Asst. Superintendent • Asst. Supt. for Curriculum and Instruction • Administrators • Teachers 	Explore ways to provide additional professional development opportunities to staff	Beginning during the 2017-2018 school year and ongoing	Professional development workshop schedules