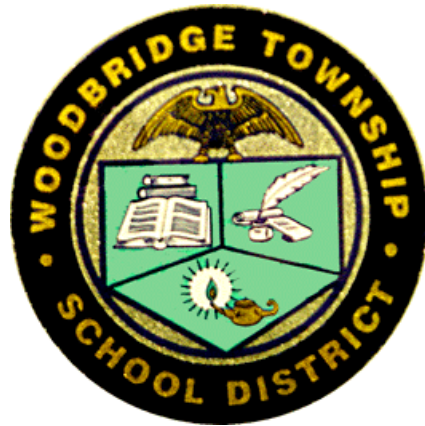


WOODBIDGE TOWNSHIP

SCHOOL DISTRICT

STRATEGIC PLAN

2014



Submitted by:

The Woodbridge Township School District Strategic Planning Committee

May 2014

Adopted by the Woodbridge Township Board of Education

July 2014

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Strategic Plan Objective

The purpose of this plan is to document information about the needs of the Woodbridge Township School District. This plan is not an attempt to determine how the needs will be addressed, but rather a priority list of what is needed. It will serve as a roadmap of what task to take on next.

Background

In September 2012 Robert Zega, then the Assistant Superintendent for Curriculum and Instruction in the Woodbridge Township School District, publicized his new vision for the district. Part of his vision was to develop a strategic plan for the district. With full board support, especially from Board President Ezio Tamburello and Vice President John Golden, the plan moved forward. An initial public survey was created and publicized on the district website in the winter of 2013. The survey was designed to solicit input from the community members. Survey data was compiled to allow committee members to determine school district needs and priorities. An organizational meeting was held between the central administration and the board. Committees were selected in late 2013. The committees met to not only discuss issues but to solicit input from all township residents. Plans were submitted in May 2014. The Committee met to finalize the proposed plan in May 2014. The plan was finalized and adopted by the Woodbridge Township Board of Education on July 17, 2014.

Woodbridge Township School District Core Beliefs

- 1) Great teachers = continuously effective, engaging instruction = increased student achievement.
- 2) All children can learn, but learning takes effort.
- 3) Every lesson should be a positive learning experience for every child.
- 4) Every child deserves our best every day.
- 5) We are here to help children.
- 6) We need to give our children what they need.

Woodbridge Township Educational Philosophy

The Woodbridge Township School District Educational Philosophy is simple: great teachers that provide continuously effective and engaging instruction will improve student achievement. This is true for all levels of schooling, from pre-K to grade 12 and beyond.

Recognizing that the ultimate goal is student achievement, we believe that the two components that the district needs to provide are 1) great teachers and 2) continuous, effective, engaging instruction.

The person delivering the classroom instruction has the largest impact on not only how much the students learn but how enjoyable they consider the class. Objective and subjective measures indicate that great teachers provide the best instruction. We will continuously recruit, retain and train the best of the best teachers.

Instruction that is continuously effective and engaging is a result of the teacher, the curriculum and the instructional resources, including the reference materials, classroom setting and available technology. We are dedicated to providing the finest available tools for our teachers.

Student achievement will be determined in a variety of ways. Students need to be initially assessed at their own levels, but they will be held to high standards of performance and continuous improvement. We will make constant assessments and comparisons for our children using a wide range of measurements.

Our focus at all levels is career readiness. This means our graduates will not only be proficient as measured by the Common Core State Standards, but in addition, they will have skills that enable them to succeed at their careers. These skills include communication, collaboration, problem-solving and technological literacy. If a graduate's career choice involves additional schooling, such as college or trade schools, they will have had years of preparation to enable them to compete for placement at superior schools and to be eligible for merit scholarships. If their career choices involve immediate entry into the workforce, our graduates will be prepared to enter the field of their choice with an advantageous skill-set.

Woodbridge Township School District Vision Statement

The Woodbridge Township School District seeks to engage the entire community in instructing and inspiring our students to be successful and significant beyond our classrooms.

Woodbridge Township School District Mission Statement

Our mission is to develop, through a technology infused curriculum, life-long learners who are responsible citizens prepared to make positive contributions to the global society. We are committed to engaging all members of the community in the process of providing a learning environment that fosters interdependence, embraces change and values diversity.

Action Plans

1 Curriculum

1.1 Goal#1: Provide curricula at all levels to meet the needs of all students

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Examine current curricula and alignment to Common Core	Assistant Superintendent, Curriculum Supervisors	-	Time	Current	PARCC
2. Examine scope and sequence of curricula	Assistant Superintendent, Curriculum Supervisors	Teachers	Time	Current	PARCC
3. Examine the use of apps and implementation into the classrooms	Assistant Superintendent, Curriculum Supervisors, Technicians, Administration, Teachers	Educational Apps	Money	Current	Observations
4. Incorporate use of open-source learning	Assistant Superintendent, Curriculum Supervisors, Technicians, Administration, Teachers	Curriculum Supervisors, Teachers	Money	Ongoing	Lesson Plans
5. Implement procedures for early identification and service of at-risk students	CST, Teachers (ASI, Academic Coaches)	CST, Teachers (ASI, Academic Coaches)	None	Ongoing	Student Data
6. Fully examine pros and cons before implementing new curriculum by evaluating pilot programs by comparing them with existing programs	Assistant Superintendent, Curriculum Supervisors, Teachers	Teachers	None	Ongoing	Student Data
7. Implement programs in grade order	Assistant Superintendent, Curriculum Supervisors, Teachers	Teachers	None	Ongoing	Student Data

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8. Provide technology and keyboarding curriculum	Assistant Superintendent, Curriculum Supervisors, Teachers	Keyboarding Teachers	Money	Ongoing	Student Progress
9. Provide Wilson instruction for Dyslexic students	Assistant Superintendent, Curriculum Supervisors, Teachers	Wilson Trained Teachers	Money	Ongoing	Student Data
10. Provide and infuse a robust and innovative Science, Technology, Engineering and Mathematics (STEM) curriculum across all grade levels.	Assistant Superintendent, Curriculum Supervisors, Teachers	STEM Trained Teachers	Money	Ongoing	Student Data
11. Educate high school students through a Careers course as well as Career Fairs that introduce students to careers and educational requirements in the 21 st century workforce	Assistant Superintendent, Curriculum Supervisors, Teachers	Trained Teachers	Money	Ongoing	Student Data

1.2 Goal #2: Implement full day kindergarten

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Examine budgetary needs	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money	Money	Ideally within 5 years	Full Day Kindergarten District-wide
2. Examine needs for space, available buildings/classrooms	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money, Voters	Money, Space	Ideally within 5 years	Full Day Kindergarten District-wide
3. Develop plan to build new schools	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money	Money	Ideally within 5 years	New construction
4. Examine needs for additional staff	Superintendent, Assistant Superintendent, Business Administrator, Personnel Director	Money	Money	Ideally within 5 years	Full Day Kindergarten District-wide
5. Implement new curricula to meet needs of full-day program	Assistant Superintendent, Curriculum Supervisors	Money	-	Ideally within 5 years	Full Day Kindergarten District-wide

1.3 Goal #3: Increase teacher understanding of best practices through professional development

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Increase professional development opportunities throughout district	Superintendent, Assistant Superintendent, Curriculum Supervisors	Supervisors	Time	Current	Increased PD
2. Schedule cluster meetings throughout district	Superintendent, Assistant Superintendent, Curriculum Supervisors	Supervisors, Administration	Time, Building usage	Current	Increased PD
3. Provide more opportunities to share with district grade level colleagues	Superintendent, Assistant Superintendent, Administration	Supervisors, Administration	Time, Building usage	Current	Increased PD
4. Provide workshop materials and links electronically	Technicians, Technology Supervisor	Supervisors, Administration	Time, Building usage	Current	Increased PD
5. Provide PD materials through a district-wide file share	Technicians, Technology Supervisor	Supervisors, Administration	Time, Building usage	Current	Increased PD
6. Hire a PD Supervisor	Superintendent, Assistant Superintendent, Personnel Director	Supervisors, Administration	Budget	Current	Increased PD
7. Incorporate PD days to allow for turn-key instruction	Teachers	Supervisors, Administration	Time, Organization	Current	Increased PD

1.4 Goal #4: Increase parental involvement and understanding

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Provide parent workshops	Curriculum Supervisors, Administration, Teachers	Supervisors, Teachers	Space, Time	Current	Increased involvement
2. Provide resources and materials electronically	Technicians, Technology Supervisor	Supervisors, Teachers	Space, Time	Current	Increased involvement
3. Update district/school/ teacher websites	Technicians, Technology Supervisor, Administration, Teachers	Teachers	None	Current	Increased involvement
4. Provide workshops more tailored to the needs of students	Curriculum Supervisors, Administration, Teachers	Supervisors, Teachers	Diversity	Current	Increased involvement
4. Student Administrator Day	Administrators	Students shadow Administrators	None	Annual	Creation of program
4. Student BOE Day	Administrators, Board Members	Students shadow Board Members	None	Annual	Creation of program

1.5 Goal #5: Create uniformity throughout district

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Examine/Improve I&RS Committees	Special Services Supervisor, CST, I&RS Committee Members	Committee members	None	Current	Increased uniformity across district
2. More horizontal and vertical sharing	Administration, Teachers	Teachers	Time	Ongoing	Increased communication
3. Provide grade level professional development district wide	Assistant Superintendent, Supervisors, Administration, Teachers	Money	Money, Time	Ongoing	Increased communication
4. Provide more consistent practices in the Special Education department	Special Services Supervisor, CST, I&RS Committee Members, Special Education Teachers	None	None	Ongoing	Increased uniformity across district
5. Allocate Title I funds more effectively	Administration	Administration	Title I Guidelines	Ongoing	Student Data
6. Assign Supervisors by primary and secondary levels	Superintendent, Assistant Superintendent, Supervisors	Administration	Money	Ongoing	Teacher Satisfaction
7. Uniformity in enforcement of policies/practices	Administration	Administration	None	Current	Increased uniformity across district
8. Create similar goals at each level across buildings	Administration	Administration	None	Current	Increased uniformity across district
9. State of the district address	All	Communications Committee	Time	Annual in June	State of the district address

2 Policy and Planning

2.1 Goal #1: Review current policies and continue to plan for future needs.

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Hire outside companies to review current policies and make suggestions.	Board of Education, Superintendent, Assistant Superintendent, Board Secretary	NJPSA, Different companies that perform task	Finding credible company, money	Ongoing - every three years	Satisfaction in the policies
2. Create room capacity directory for all rooms in district	Superintendent, Administrators Staff	NJDOE guidelines, Room size regulations, Fire code capacities	Time	Complete by 9/2014	Directory

2.2 Goal #2: Make policies and regulations more accessible to public and staff.

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Have an index put online for reference.	Webmaster	Technology programming	Time	Ongoing	Index is put on website
2. Have a direct link to the actual page when accessed in table of contents.	Technology Team	Technology programming	Time, keeping up when pages are changing which would affect link	Ongoing	Success links established
3. Have a search feature which would allow for any policy or regulation that referenced a keyword be accessed.	Technology Team	Technology programming	Time, keeping up when pages are changing which would affect link	ongoing	Success search engine established

3 Technology

3.1 Goal #1: Provide ongoing technology professional development.

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Examine the Tech Academy, course taught, attendance, schedule	Assistant Superintendent, Technology Supervisor, Technology Committee	Current use of tech academy, other districts that run same program.	Time, finding qualified people to instruct, money	Ongoing	People attending and utilizing knowledge gained in the classroom.
2. Survey the teachers to see what areas they would be interested in attending	Technology Supervisor, Technology Committee, Teachers	Teachers	Time, scheduling	Yearly	People attending and utilizing knowledge gained in the classroom
3. Examine the curriculum to see what areas technology is being utilized and offer specific training for those	Assistant Superintendent, Supervisors	On-line resources for technology	Time, scheduling, people with hands-on knowledge	Ongoing	People attending and utilizing knowledge gained in the classroom
4. Survey teachers to see what they would be interested in teaching to other staff members.	Teachers, Supervisors, Administrators, Assistant Superintendent	Teachers	Time, scheduling, knowledgeable/skilled teachers who are willing to teach a course	Spring/summer 2014 and then ongoing	Survey Results
5. Reinstate Tech Academy based on analysis & survey	Teachers, Supervisors, Administrators, Assistant Superintendent	Technology Supervisor, Teachers	Time, scheduling	Summer 2014	Obtain feedback of the use of learned skills
6. Easily share Best Practices throughout district	Tech Team, Teachers, Supervisors	Tech Team, Teachers, Supervisors	Available capability of software	Ongoing	Increased frequency of Best Practices

3.2 Goal #2: Our goal is to increase technological resources and support for all students, staff and administration

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Have one keyboarding teacher in each elementary school to teach the course and also provide immediate support when needed - This person could also serve as technology support for the elementary schools.	Keyboarding Teacher	Money	Money	Ongoing	Student Data
2. Have a full-time technology liaison in each school to deal with all technology issues	Technology Liaison	Money, Knowledgeable/skilled individuals	Money	Ongoing	Number of Tech Issues
3. Increase training for teachers to be able to troubleshoot	PreK-12 staff, Technology staff, Consultants	Trained Individuals, Money, Training	Money, ever-changing technology, different technology being used	Ongoing	Decreased calls to Help Desk

3.3 Goal #3: Provide mandatory training for administrators

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Train all supervisors/administrators on all facets of genesis	Supervisors, Administrators, Genesis Administrators	Trainers, people with hands-on knowledge of applications	Time, Scheduling	Jun-14	All members attend a training and utilize knowledge gained
2. Provide administrators with safety awareness to be able to turn-key it to the staff	Administrators, Technology Supervisor	Current trends in safety awareness	Money, Time, Ever-changing world of technology	Each school year	PD Data
3. Maintain knowledge of all technology updates and uses for all administrators	Administrators, Technology Supervisor, Curriculum Supervisors	Someone with knowledge of different applications used by district	Time, Money	Ongoing	PD Data

3.4 Goal #4: Plan for the future use of technology

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Create a plan for the acquisition for new equipment.	Technology Team, Superintendent, Assistant Superintendent	Curriculum, state testing requirements, knowledgeable staff	Money	Ongoing	New devices
2. Evaluate the system for maintaining equipment	Technology Team, Superintendent, Assistant Superintendent	Techs, Administrators, Equipment	Money, Time	Ongoing	Number of devices that are repaired successfully
3. Increase the device: student ratio.	Technology Team, Superintendent, Assistant Superintendent	Techs, Administrators, Equipment	Money, Time	Ongoing	Number of devices that are repaired successfully
4. What next? Develop plans for future – Committee?	All Staff	Technology	Money, Time	Ongoing	New initiatives

4 Personnel

4.1 Goal #1: Hire a Director of Technology and Professional Development

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. The Director of Technology will oversee and integrate all uses of technology in curriculum	Administration, Supervisors, Principals, Technicians	Computers, Chromebooks, iPads, etc.	Incompatible technologies currently in use	Current	Demonstrated coordination of all technologies
2. Coordinate the uses of Genesis and Lesson Plans with other technologies.	Assistant Superintendent, Curriculum Supervisors, Technicians and Teachers	Teachers/Technology	Tech issues	Current	Teacher/Administration Satisfaction
3. Examine the use of apps and implementation into the classrooms	Assistant Superintendent, Curriculum Supervisors, Technicians, Administration, Teachers	Educational Apps	Money	Current	Observations
4. Coordinate all Professional Development by establishing tech teams in each school	Administration, Principals, Teachers	Professional Development Materials	Time/Money	Current	Coordinated Professional Development
5. Oversee needed PD based on Teacher Observations and Evaluations.	Principals, Teachers	Professional Development Materials	Time	Current	Additional Observations after assigned PD
6. Coordinate PARCC testing throughout the District	Administration, Supervisors, Teachers	Technology/Teachers	State PARCC info.	Current	Test Results
7. Provide technology and keyboarding curriculum.	Assistant Superintendent, Curriculum Supervisors, Teachers	Technology and Keyboarding Teachers	Money	Current	Student Progress
8. Inform Parents and Public of District accomplishments on Social Media.	Administration, Supervisors, Principals	Technology	None	Current	Enhanced District Reputation

4.2 Goal #2: Implement Full Day Kindergarten

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Examine budgetary needs	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money	Money	Ideally within 5 years	District-wide Fully Day Kindergarten
2. Examine needs for space, available buildings/classrooms	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money, Voters	Money, Space	Ideally within 5 years	District-wide Fully Day Kindergarten
3. Examine needs for additional staff (approx. 8-10 teachers)	Superintendent, Assistant Superintendent, Business Administrator, BOE	Money	Money	Ideally within 5 years	District-wide Fully Day Kindergarten
4. Implement new curricula to meet needs of full-day program	Assistant Superintendent, Curriculum Supervisors	Money	Money	Ideally within 5 years	Student Readiness for 1st Grade

4.3 Goal #3: Implement Additional Hiring Practices

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Hire our graduates and local residents	Administration, Principals, BOE	Woodbridge Twsp. residents	None	Current	Local Employees
2. Interview and recruit highly qualified STEM teachers	Administration, Principals, BOE	Job Fairs, College STEM depts.	None	Current	STEM Employees Student Data
3. Address the diversity in our District being mirrored in our Faculty	Administration, Principals, BOE	Minority Job Fairs	None	Current	More diverse Faculty
4. Create "Recruiting Pool"- initial interview, vetted, waiting for vacancy.	Administration, Personnel Director	AppliTrack	None	Current	Larger pool of candidates

4.4 Goal #4: Hire Full Time Guidance Counselors at all 16 Elementary Schools

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Oversee behavior and confidence building strategies for all students.	Principals, Teachers	Principal, Teachers	None	Current	Student Data – Conduct
2. Coordinate ASI/ESL students’ needs.	Administration, Principals, Teachers	ASI/ESL Teachers, Child Study teams	None	Current	Student Data
3. Identify and work with IEP and G & T Students.	Administration, Principals, Teachers, Child Study Team Members	Teachers , Child Study Teams, IR &S Members, Parents	Parents, IEP Needs	Current	Student Data
4. Work with Teachers and MS Guidance Counselors to place 5th graders into Middle School.	Middle School Guidance Counselors, Principals, Teachers	MS Guidance Counselors, Teachers	None	Current	Better integration into Middle School for 6th graders
1. Work with Teachers and MS Guidance Counselors to place 8 th graders into high school or Middlesex County Vocational-Technical schools	Middle School Guidance Counselors, Principals, Teachers	MS Guidance Counselors, Teachers	None	Current	Better integration into HS and Vocational-Technical schools for 8 th graders

4.5 Goal #5: Hire Wilson Trained Teachers to remediate newly identified Dyslexic students

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Identify K-3 initially, then K students annually for dyslexia.	Special Services Director & Supervisor, CST, Spec. Ed. Teachers	State Mandated Dyslexic Training	None	Ongoing	Student Data
2. Reach out to colleges with Dyslexia Spec. Cert. and hire graduates	Administration, Special Services Supervisor	FDU, St. Joseph's, PA	Money	Ongoing	Student Data
3. Implement Wilson reading program for identified dyslexic students.	Special Services Director & Supervisor, CST, Wilson Cert. Spec. Ed. Teachers, Asst. Super., Curriculum Supervisors	Wilson Curriculum	Money	Ongoing	By 3rd Grade most students reading on grade level.
4. Use Wilson reading program within the Gen Ed curriculum, no IEP or CST necessary.	Special Services Supervisor, Asst. Superintendent, Curriculum Supervisor, Teachers.	Wilson Curriculum	Money	Ongoing	Students ready for grade level state tests.

5 Athletics & Extracurricular

5.1 Goal #1: Provide an environment that ensures student well being

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. All medical protocols for athletes will be in compliance with the NJSIAA and Woodbridge Township School District regulations	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
2. Provide pre-season screening baseline concussion testing	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
3. All facilities are in compliance with Janet's Law AED requirements	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
3. All facilities inspected for safety daily by administrator or designee	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
4. Require all coaches and student participants to attend pre-season HIB, hazing training	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance

5.2 Goal #2: Implement coach training, certification and evaluation plan

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Middle School Coaches will be required to be certified by successfully completing the NJSIAA Principles of Coaching Course	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
2. All Coaches will be required to attend pre-season epi-pen training	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
3. All Middle School Coaches will be required to be CPR/AED certified prior to their coaching season	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
4. Supervisor of Athletics will provide in-district clinics for Middle School Coaches	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance
5. Establish Woodbridge Township School District summative evaluation for coaches on a seasonal basis	Supervisor of Athletics, Athletic Directors, Principals, Coaches, Nurses, Teachers	NJDOE/NJSIAA Guidelines	Financial	Ongoing	Complete Compliance

5.3 Goal #3: Continue to provide facilities infrastructure that is safe and supports the needs of the program

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
2. Conduct continuous evaluation of facilities for safety	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Evaluation of Facilities
3. Review options and make recommendations for improvements and upgrades	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Evaluation of Facilities
4. Conduct pre-season meetings to coordinate use of school district and township facilities	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Evaluation of Facilities

5.4 Goal #4: Provide an environment of growth and development

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Encourage participation in community service projects by raising awareness through participation	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Community Service Hours
2. Create a High School Student Leadership & Sportsmanship Council (SLSC) with the purpose to mentor and educate Middle School athletes	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	SLSC
3. Provide forums for students to develop leadership skills	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Forums
4. Implement pre-season Sportsmanship Summit	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Summit
5. Expand middle school sports – cheerleading, flag football	Supervisor of Athletics, Principals, Athletic Directors, Coaches	Money	-	Ongoing	New teams

5.5 Goal #5: Recognize achievement and promote sportsmanship

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Implement a Woodbridge Township School District “Township Cup” – awarded yearly to one High School based on student-athlete academic achievements, athletic success, and sportsmanship recognition	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Township Cup
2. Implement Middle School Team Sportsmanship Awards recognized on a seasonal basis	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Awards
3. Implement Middle School Individual Scholar Athlete and Sportsmanship recognition awards ceremony	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Awards
4. Create page on district or school website recognizing student-athlete accomplishments: athletic, academic, sportsmanship	Supervisor of Athletics, Principals, Athletic Directors, Coaches	-	-	Ongoing	Website
5. Establish art and music honor societies	Administration and Staff	National societies	-	Ongoing	Honor society members
6. Establish art and music leadership councils	Administration and Staff	National societies	-	Ongoing	Councils

5.6 Goal #6: Provide guidelines on starting and maintaining extracurricular clubs

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Create regulations on starting and maintaining extracurricular clubs	Administrators and Staff	Regulations	None	Ongoing	New Regulations

5.7 Goal #7: Provide more extracurricular activities in the arts and music

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Create clubs that could also serve to beautify schools and provide community service opportunities (ex. Mural club)	Administrators and Staff	Tools and Materials	Money	Ongoing	New clubs and organizations
2. Create clubs that link technology, art, music and careers (ex. graphic design, photography, textile design)	Administrators and Staff	Curriculum Other Districts	Money	Ongoing	New Clubs
3. Plays in middle school	Administrators And Staff	Stage, Teachers	Money	Ongoing	Performances
4. Drama clubs in middle school Performances	Administrators And Staff	Stage, Teachers	Money	Ongoing	New Clubs
5. Create Pep-bands for basketball and volleyball games in high school and middle school	Administrators And Staff	Band, Music Teachers	Money	Ongoing	New bands

6 Safety and Security

6.1 Goal #1: to assure a secure and safe environment for faculty, staff, and students

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. All faculty and staff wear a visible photo ID card throughout the day	All Teachers, Coordinator of Security	I.D. Cards	Money	Ongoing	I.D Card Use Student Safety
2. All students in Middle School and High School MUST wear visible photo ID cards throughout the day	All Teachers, Coordinator of Security	I.D. Cards	Money	Ongoing	I.D Card Use Student Safety
3. Elementary school teachers are to have copies of their students photo ID cards for all students in their class so if they go on a field trip the kids can wear them.	All Teachers, Coordinator of Security	I.D. Cards	Money	Ongoing	I.D Card Use Student Safety
4. Photo ID cards must be used to enter all events held at all school during the school day and when on field trips. No Id, no admittance. Teachers can even the collect the ID cards while students are boarding the bus and give them back as the students at the end of the trip or event. This way if anything happens the teachers have photo ID cards in their possession	All Teachers, Coordinator of Security	I.D. Cards	Money	Ongoing	I.D Card Use Student Safety
5. Training for ALL school aides on security and safety	Administrators, School Aides, Coordinator of Security	None	None	Ongoing	Student Safety

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<p>6. Fencing around ALL playgrounds and recess areas so children are safe and no one can come in or go out while the kids are outside. The fences should have a gate that could be locked while the kids are outside.</p>	<p style="text-align: center;">Administrators</p>	<p style="text-align: center;">Money</p>	<p style="text-align: center;">Money</p>	<p style="text-align: center;">Ideally within 5 years</p>	<p style="text-align: center;">Fenced in playgrounds</p>
<p>7. ALL teachers should have knowledge of kids that are involved with custody battles or have health issues. This information is available in the nurse's office but every teacher should be given a folder in Sept. with the child's name and pictures so we know who we should be watching out for.</p>	<p style="text-align: center;">Administrators, Teachers</p>	<p style="text-align: center;">Student Data</p>	<p style="text-align: center;">Confidentiality Issues</p>	<p style="text-align: center;">Ongoing</p>	<p style="text-align: center;">Student Safety</p>
<p>8. Elementary Schools: Help for the secretary to check people in and out. At most elementary schools a person is buzzed in and can go anywhere they want once they have access to the building. Someone should be sitting at the front door just like in the middle and high schools.</p>	<p style="text-align: center;">Administrators, Secretaries, Staff, Coordinator of Security</p>	<p style="text-align: center;">Money</p>	<p style="text-align: center;">Money</p>	<p style="text-align: center;">Ongoing</p>	<p style="text-align: center;">Building Security</p>

7 Buildings and Grounds

7.1 Goal #1: Maintenance of existing buildings and grounds and planning for future building and grounds needs

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Inspection of HVAC	Superintendent, Building Administrator, Head Building and Grounds, Union Rep for building	Quotes HVAC repair/replace companies	Time of year and cost	4 years	Feedback from building administrator and building reps
2. Survey building employees at conclusion of work	Building Administrator, Head of Buildings and Grounds, Building employees	Survey	None	Conclusion of work	Re-survey staff and analyze feedback

7.2 Goal #2: Maintenance of existing buildings and grounds and planning for future building and grounds needs

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Exterior examination of all schools	Superintendent, Building Administrator, Head Building and Grounds, Union Rep for building	Quotes from paving companies in area	Should be done at conclusion of school year.	Hazardous conditions get priority	Feedback from building administrator and building reps
2. Survey building employees at conclusion of work and at the end of the school year	Building Administrator, Head of Buildings and Grounds, Building employees	Survey	None	Conclusion of work	Re-survey staff and analyze feedback

7.3 Goal #3: Maintenance of existing buildings and grounds and planning for future building and grounds needs

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Interior examination of floors and ceilings	Superintendent, Building Administrator, Head Building and Grounds, Union Rep for building	Custodial staff and supplies	None	Monthly inspection	Random walk-throughs as well as parent survey
2. Survey building employees at conclusion of work	Building Administrator, Head of Buildings and Grounds, Building employees	Survey	None	Conclusion of work	Re-survey staff and analyze feedback

7.4 Goal #4: Maintenance of existing buildings and grounds and planning for future building and grounds needs

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Interior Beautification of hallways and classrooms	Superintendent, Building Administrator, Head Building and Grounds, Union Rep for building	Possible teacher/custodial/parental involvement.	Timing: must have enough time to clear the vapors from the building.	Summer or vacation days. Possible weekend.	Random walk-throughs as well as parent survey
2. Survey building employees at conclusion of work	Building Administrator, Head of Buildings and Grounds, Building employees	Survey	Participation	Conclusion of work	Re-survey staff and analyze feedback

7.5 Goal #5: Decrease turn-around time on work orders

Activity	Staff	Resources	Constraints	Timelines	Indicators of Success
1. Implement system to monitor work order progress	Building Administrator, Head Building and Building employees	Software	Time	Ongoing	Decrease work order completion times
2. Implement more efficient daily job lists by doing more work at the same school	Building Administrator, Head of Buildings and Grounds, Building employees	Work Orders	Time	Ongoing	Decrease work order completion times
3. Create new trade positions (ex. HVAC, Mason, Laborer)	Superintendent Director of Personnel Business Administrator	Personnel	Money	Ongoing	New positions
5. Cost analysis of trades v. hiring Establish line account Establish relations with local unions	Superintendent Director of Personnel Business Administrator Accountant	Personnel	Money	Ongoing	New Positions