South Hackensack School District

2015 - 2016

Long Range Plan

(Five Year Schedule)

Memorial School
Dyer Avenue
South Hackensack, New Jersey 07606-1537

Mr. Gregorio Maceri
Superintendent / Principal

SOUTH HACKENSACK SCHOOL DISTRICT

Long Range Schedule for Program / Services Evaluation

Statement of Purpose

This long range plan for program evaluation is designed to do the following:

- provide a systematic process for evaluating existing programs and services in the district;

- provide a sequential approach for identifying programs or services in need of revision;

- provide a mechanism for coordinating district-wide objectives to program assessment, evaluation, implementation and revision;

- establish a long range schedule for program/services evaluation and revision.

Specific Components of the Long Range Planning Program

(1)   Needs Assessment

Needs assessment procedures are implemented to determine student and program needs and include informal and / or formal methods as appropriate. Procedures include, but are not limited to, teacher-made testing, staff surveys, student surveys, standardized tests, textbook review and use of outside consultants. Advisory committees, where appropriate, may be established and involve a cross section of community members, parents and staff. Needs assessment may include a review of current research literature and studies, state initiatives, visits to other school districts, and presentations by publishers.

(2)   Revision

Based on the results of needs assessment, revision of the program is then conducted. Revisions include modification of the existing curriculum, addition of new units or courses, changes on methods or strategies, etc. These revisions are reviewed by administration and the entire staff. The accepted revisions are then forwarded to the Board of Education for final approval and adoption of changed curriculum.

(3)   **Implementation**

The implementation phase is initiated by putting the approved revisions in place. This may or may not include pilot projects. When necessary, appropriate in-service training is given to staff members.

(4)   **Evaluation**

Programs are evaluated to determine the following:

- whether they are meeting the established proficiencies;

- whether there are other more viable alternatives;

- whether there is a need for further revision;

- identify particular strengths and weaknesses of the program.

Formative and/or summative evaluations are included in order to find out as much as possible about the program(s) in question. Procedures are established to determine the effectiveness of the revised curriculum. A variety of methods may be used and include, but are not limited to, teacher-made   tests, standardized testing, state-wide assessments, teacher   observations and student/parent input. Data is collected and reported to administration, staff, community and Board of Education.

NOTE

Since this is a dynamic process, the program/services evaluation outlined above is subject to modification. For example, it may be better to combine the various phases differently or to vary the combinations according to subject area. Staff in one subject area may want to combine assessment and revision and let the implementation phase stand alone. The schedule should be flexible enough to permit a number of variations based on needs.

Approved at the **September 21, 2014** Board of Education meeting.

Professional Learning Communities – PLANNING OVERVIEW 2015 - 2016

Committee/Chairperson	September	October	November	December	January	February	March	April	May	June
English Language Arts Mrs. Criscione Mrs. Murphy Mrs. Corsa										
Mathematics Mrs. Moreno										
Computer Literacy Mr. Masullo										
Visual & Performing Arts Mrs. Vidal Ms. Hartmann Mrs. Makofske										

Approved at the **September 20, 2015** Board of Education meeting.

SOUTH HACKENSACK SCHOOL DISTRICT

LONG RANGE SCHEDULE FOR EDUCATIONAL PROGRAMS/SERVICES EVALUATION

Curriculum Areas	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
LA(READING)	N	N	R	I	E
LA(ENGLISH)	N	N	R	I	E
LA(SPELLING)	N	N	E	I	E
LA (PENMANSHIP)	I	I	N	R	I
MATHEMATICS	I	E	N	R	I
SOCIAL STUDIES	N	R	I	E	N
SCIENCE	R	N	R	I	E
PHYSICAL EDUCATION	E	R	I	E	N
HEALTH & SAFETY	I	I	E	N	R
ART	N	R	I	I	E
MUSIC	N	R	I	I	E
WORLD LANGUAGES (SPANISH) (6-8)	I	E	N	R	I
WORLD LANGUAGES	I	E	N	R	I
COMPUTER/KEYBOARDING	N	R	I	I	E

LEGEND:

N - NEEDS ASSESSMENT   R – REVISION   I – IMPLEMENTATION   E - EVALUATION

Approved at the **September 20, 2105** Board of Education meeting .

EDUCATIONAL SERVICES
(Long Range Plan)

Delivery of the following programs/services is reviewed annually by the administrative staff.

Basic Skills

English Language Services (ELS)

Gifted and Talented

Child Study Team / Special Education

Health Services

Guidance Services

Library/Media Services

Extended Curriculum Services Program

Approved at **September 14, 2015** Board of Education meeting

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Faculty Meeting Schedule

2015 - 2016

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I.   Professional Learning Communities (PLC):

Group I: **English Language Arts** – *Mrs. Criscione, Mrs. Murphy, Mrs. Corsa*

Group II: **Mathematics** – *Mrs. Moreno*

Group III: **Computer Literacy** – *Mr. Masullo*

Group IV: **Visual and Performing Arts** – *Mrs. Vidal, Ms. Hartmann*

II.   Meeting Dates

September	*1 (Tuesday)*	-	General (Opening of School)
	2 (Wednesday)	-	General
	8 (Tuesday)	-	Group I
	14	-	Group II
	21	-	Group III
	28	-	Group IV

October	*5*	-	General
	9 (Friday)	-	General In-Service
	13 (Tuesday)	-	Group I
	19	-	Group II
	26	-	Group III

November	*2*	-	General
	9	-	Conference Week – NO meetings
	16	-	Group IV
	23	-	Group I
	30	-	Group II

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-   Over   -

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December	*7*	-	General
	14	-	Group III
	21	-	Group IV
January	*4*	-	General
	11	-	Group I
	19 (Tuesday)	-	Group II
	25	-	Group III
February	*1*	-	General
	8	-	Group IV
	22	-	Group I
	29	-	Group II
March	*7*	-	General
	14	-	Group III
	18 (Friday)	-	General / In-service Day
	21	-	Group IV
	28	-	Group I
April	*4*	-	General
	18	-	Group II
	25	-	Groups III & IV
May	*2*	-	General
	9	-	Groups I, II, III, IV
	16	-	Groups I, II, III, IV
	23	-	General input
June	*6*	-	Group Reports