



**North Hunterdon-Voorhees  
Regional High School District**

**Strategic Planning 2011**

**GOAL AREA: PARTNERSHIPS**

Final Action Plans and  
Cost Benefit Analyses

**Action Plan Committee Members:**

Janice Van Etten (co-chair)

Laurie Hance (co-chair)

Mary Cutri-French

Richard Kaplan

Melanie Kerr

Michele Lee

Lily Partridge

# North Hunterdon-Voorhees Regional High School District – Strategic Planning 2011

## ACTION PLAN

**GOAL AREA: To Create Community-School Partnerships**

**STRATEGY: PARENT PARTNERSHIPS – A Parent Partnership Committee will be created in order to strengthen and promote connections between all stakeholders in a more substantive way. This committee will develop and implement strategies to facilitate dialogue with and gather information from the school communities. Once information is gathered, focus groups will be created to prioritize needs and create programs to establish community and school partnerships that will be implemented and sustained.**

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Genesis of the Parent Partnership Committee will be initiated by the District Communications Coordinator until such a time as the organizational structure of the committee has been established and a chair is designated.	District Communications Coordinator	Principals, Superintendent	September 1-October 15, 2012	Timeline established.
Information regarding the creation of a Parent Partnership Committee is disseminated to the entire school community (all sending district schools, high schools, community residents, etc). Disseminated through school letters, websites, emails, newsletters, Back to School, press releases.	NHV District Communications Coordinator, all Principals, all Superintendents	Supervisors, all Boards of Education, computer access	September 1-October 15, 2012	Publication of information, postings on websites, emails sent
Parent Partnership Committee is formed. Membership is composed of volunteers from all sending districts and the high schools.	Parent Partnership Committee members: i.e. administrators, supervisors, staff from sending districts and high schools, Board members, guidance counselors, parents, students, community residents	Meeting space, refreshments, babysitting services	September 1-October 15, 2012	Committee is formed.

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Parent Partnership Committee establishes organizational structure. Steering committee is formed. Mission statement is written.	Committee Members	Superintendent, Principals	October-November 2012	Organizational structure and mission statement created.
Sub-committee within Parent Partnership Committee is created to research and create an online survey.	Committee Members		October-November 2012	Meeting minutes
Research is undertaken regarding School and Community Partnerships. Research will help to guide the focus and creation of online survey.	Committee Members	Principals, Supervisors, Teachers, Student Activities Coordinators	October-November 2012	Research conducted, meeting minutes.
Online survey is created. Survey focuses on the types of parent partnerships that the “school community” would like to create and sustain. Survey posted to all schools’ websites. Letter sent to all residents regarding survey. Open and end dates for survey established.	Committee Members, District Communications Coordinator	Survey Monkey or online survey system, Technology staff, Superintendents	November-December 2012	Notifications on websites, emails, letters, etc.
Press release sent to local newspapers regarding the survey, goals of the survey and inviting community members to participate.	Committee Members, District Communications Coordinator	Newspapers	December 2012	Publication in newspapers.
Online survey is open for one month.	Committee members, District Communications Coordinator, Technology Staff	Computer access	January 1-31, 2013	Survey results. Number of participants. Feedback from community.

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Sub-Committee within Parent Partnership Committee is created to analyze survey results. Focus groups are formed. Utilizing information from results, needs are analyzed, prioritized and programs are developed.	Committee members	District Communications Coordinator, NHV BOE, Principals, Meeting space, computer access	February 2013	Prioritization of needs discerned through the online survey. Programs developed to expand partnerships between high schools and sending districts. Meeting minutes.
Projected implementation of programming is determined by Parent Partnership Committee. Creation of a stipend position as Parent Partnership District Coordinator to implement programs recommended by Parent Partnership Steering Committee. Targeted implementation for programming is the 2013-14 school year.	Committee members	SBA (for stipend), survey results	February – March 2013	Position of Parent Partnership District Coordinator created. Timeline for implementation. Meeting minutes.
Throughout the process of analyzing the data and creating programming, the community will be updated on a regular basis regarding progress. Information disseminated via school websites, emails, PTSA meetings, PAC meetings and press releases.	Committee members, Principals, District Communications Coordinator, Parents, Superintendents	Newspapers, websites, email notification system	February-March 2013	Newspapers articles, emails, website postings, community feedback.
Entire NHVRHSD school community will be invited to attend a presentation where the Parent Partnership Committee will discuss the results of the online survey. Notification of presentation will be sent via emails, school signboards, websites, and press releases.	Committee members and sub-committee members, District Communications Coordinator, Superintendents, Boards of Education	Newspapers, websites, email notification system	April 2013	Notifications posted. Attendance at presentation.
The programs that have been created will be shared with the community. Feedback from community will be requested to fine tune programming.	Committee members and sub-committee members, District Communications Coordinator, Superintendents, Boards of Education	Newspapers, websites, email notification system	April 2013	Feedback forms

<b>MAJOR ACTIVITIES</b>	<b>STAFF</b>	<b>RESOURCES</b>	<b>TIMELINES</b>	<b>INDICATORS OF SUCCESS</b>
The entire “school community” will be asked to volunteer to facilitate the implementation of the programs that have been created.	Committee members and sub-committee members, District Communications Coordinator, Superintendents, Boards of Education, Parents	Newspapers, websites, email notification system	April 2013	Number of volunteers
Reflect upon the work of the Parent Partnership Committee and outreach programming put into place during the 2012-2013 school year.	Parent Partnership Committee Members, Parent Partnership District Coordinator, NHV Administrators, Parents, Community Members	Meeting space, Stipend for Parent Partnership District Coordinator	June 2013	Meeting minutes, Evaluation of programming, feedback from community/parents
Evaluation and recommendations for subsequent years’ partnership program.	Parent Partnership Committee Members, Parent Partnership District Coordinator, NHV Administrators, Parents, Community Members	Meeting space, Stipend for Parent Partnership District Coordinator	June-July 2013	Meeting minutes, evaluation of programming
Implementation of programming as developed by the Parent Partnership Committee under the direction of the Parent Partnership District Coordinator for the following school year.	Parent Partnership Committee Members, Parent Partnership District Coordinator, NHV Administrators, Parents, Community Members	Meeting space, Stipend for Parent Partnership District Coordinator	2013-2014 school year	Schedule of programming for 2013-2014.

## ACTION PLAN TEAM COST - BENEFIT ANALYSIS

**GOAL:** To Create Community-School Partnerships

**STRATEGY:** *To create parent partnerships between the high schools and the sending districts.*

**ACTION PLAN:** Creation of a Parent Partnership Committee to create a survey and analyze the data from the survey to create several programs to expand and strengthen the partnerships between the high schools and the sending districts.

tangible benefits	intangible benefits
<p>Entire school community engaged in the process of determining what partnerships they would like to see created between the high schools and the sending districts.</p> <p>All stakeholders are involved in the process.</p> <p>Collaboration between the high schools and the sending districts</p> <p>Concrete direction for the creation of programs to expand and strengthen the partnerships between the high schools and the sending districts</p>	<p>All community voices will be heard.</p> <p>Strengthening of the relationships between the high schools and the sending districts</p> <p>Gaining insight into the point of view of various stakeholders</p> <p>Breaking down of barriers between the high schools and the sending districts</p>
tangible costs	intangible costs
<p>Cost of informing the community of the formation of the Parent Partnership Committee (postage)</p> <p>Time of key participants – Communications Coordinator and Technology Department staff)</p> <p>Stipend position of Parent Partnership District Coordinator</p> <p>Cost of the online survey – Survey Monkey</p>	<p>Time of volunteers</p> <p>Ongoing process</p>

## North Hunterdon-Voorhees Regional High School District – Strategic Planning 2011

### ACTION PLAN

**GOAL AREA:** To Create Community-School Partnerships

**STRATEGY:** *During 2012-2013, the NHVRHSD will develop programs with area businesses, corporations, and alumni to establish educational opportunities inside and outside of the classroom.*

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Identify district coordinator to manage program and be the contact person with business/alumni partners.	Board of Education, Administration	Financial resources for academic stipend position	Spring 2012	Approval of academic stipend position
Creation of a Business Partnership Committee (Focus Group).	Administrators, Coordinator, Committee members, G&T	Space, time, meeting room, refreshments, release time	September 2012	Formulation of Business Partnership Committee (Focus Group)  Agenda and meeting minutes
Create a name/logo for the program that is "catchy" (i.e. SEED (Student Exploration, Experience, and Development) – incl. student/business link)	Focus group, Coordinator, Committee members, G&T	Space, time, meeting room, refreshments, release time	September 2012	A name for the program
Plan for District/Business Partnership Program by meeting with District Administrators, Guidance and Department Supervisors for program development.	Admin., Guidance, Dept. Supervisors, G&T, Focus group, G&T, District Communications Coordinator	Space, time, meeting room, refreshments, release time	October 2012	District framework is established

<b>MAJOR ACTIVITIES</b>	<b>STAFF</b>	<b>RESOURCES</b>	<b>TIMELINES</b>	<b>INDICATORS OF SUCCESS</b>
Create/Establish Business Partnerships and connections with Alumni with clearly defined District goals of in-class extension/experience and out of class student placements. (i.e. After school placements, externship programs, summer exploration placements, etc.)	Coordinator, District Communications Coordinator, Focus group, Technology Department, G&T	Space, time, meeting room, refreshments, release time	Beginning October 2012 - On-going	Business/Corporate/Alumni partnership agreements for specific programs in or out of the classroom
Generate a partnership contact list and database including local and county businesses (profit and non-profit), and alumni connections for in-class and/or out-of-class programs. (i.e. peak period help needed for businesses, guest speaker/web-based in-class experience, etc.)	Coordinator, District Communications Coordinator, Focus group, Technology Department, G&T	Space, time, meeting room, release time, computer access	Beginning October 2012 - On-going	Well defined list that is utilized and accessible to school and community  Web page formed
Notification/Communication to Community at large of the purpose and goals of the Partnership Program.	District Communications Coordinator, Technology staff, Coordinator	Space, time, meeting room, release time, computer access	On-going	Notifications to community via school letters from HS principals, district website, Back to School night announcements, district newsletter, and press releases.
Determine student placement and implementation process of programs in and out of the classroom.	Dept. Supervisors, Coordinator, G&T, Focus group, School Administration	Space, time, meeting room, release time, computer access	On-going	Placement of students for out of classroom experience and in-class programs implementation
Determine Student Evaluation	Dept. Supervisors, Coordinator, G&T, Focus group	Space, time, meeting room, release time, computer access	On-going	Completed student evaluation and suggestions on specific programs
Determine Partnership Evaluation and Sustainability of individual programs	Dept. Supervisors, Coordinator, G&T, Focus group	Space, time, meeting room, release time, computer access	On-going	Completed partner evaluation and suggestions on specific programs. Review continuation of specific program with individual partners, and ensure both students and businesses benefit from partnership



<b>MAJOR ACTIVITIES</b>	<b>STAFF</b>	<b>RESOURCES</b>	<b>TIMELINE</b>	<b>INDICATORS OF SUCCESS</b>
Implementation, Monitoring, and Evaluation of Partnership Program- provide progress report to District and Community	Dept. Supervisors, Coordinator, G&T, Focus group, Communications staff	Space, time, meeting room, release time, computer access	On-going	Progress Report to District and Community via District Newsletter and website, Press release to local publications
Public Relations - media coverage to inform public of Partnership Program and highlight On-going projects (i.e. interview with the student & business partner for local paper, etc)	District Communications Coordinator, Coordinator, Focus group	Space, time, meeting room, release time, computer access	On-going	Press releases to local publications and District website on specific projects
Coordinate with Guidance Dept. to promote Business Partnerships with their Career Fair event.	Coordinator, Focus group, Guidance, G&T, District Communications Coordinator	Time, Space, Career Fairs resources	Career Fair – event dates TBD (within 1 year)	Opportunities for students to meet Business Partners and learn of their programs/projects  Feedback forms

## ACTION PLAN TEAM COST - BENEFIT ANALYSIS

**GOAL: To Create Community-School Partnerships**

**STRATEGY: *During 2012-2013, the NHVRHSD will develop programs with area business and corporations to establish educational opportunities inside and outside of the classroom.***

**ACTION PLAN: Exploring – Connecting - Fostering**

Tangible Benefits	Intangible Benefits
<ul style="list-style-type: none"> <li>• Data base of internships and externships with businesses</li> <li>• Data base of community service opportunities</li> <li>• Real (21<sup>st</sup> century ) world experiences for students</li> <li>• Working with Alumni for business partnerships</li> <li>• School has greater presence in community</li> <li>• Community involvement with school:               <ul style="list-style-type: none"> <li>- speakers from local business</li> <li>- senior citizens involvement</li> <li>- local government interaction</li> <li>- greater access to utilize school facilities</li> </ul> </li> <li>• Local businesses gets motivated (and free) resources to help with projects or peak times</li> <li>• Student evaluations provide businesses with useful feedback to improve future performance and results</li> </ul>	<ul style="list-style-type: none"> <li>• Fostering pride</li> <li>• Community will have greater understanding of what “their” school can do for them/students</li> <li>• Students feel connected to their community</li> <li>• Community feels connected with school and supports schools efforts</li> <li>• Fostering relationships of businesses, alumni, schools, and students</li> <li>• Community supporting budget efforts by having greater investment and understanding</li> <li>• Students’ talents and self-motivation will foster positive relationships with local business people. They can see where their tax dollar goes.</li> <li>• Connection between North and Voorhees Students.</li> <li>• Fostering the partnership between North and Voorhees.</li> </ul>
Tangible costs	Intangible costs
<ul style="list-style-type: none"> <li>• Cost of staffing to develop and maintain program. A coordinator is required to be the key contact person with businesses and alumni. It takes time and effort.</li> <li>• Cost of communication/public relations notifications</li> <li>• Students’ time spent on volunteer projects and internships</li> </ul>	<ul style="list-style-type: none"> <li>• In-class program costs</li> <li>• Volunteer time</li> <li>• On-going process</li> </ul>

# North Hunterdon-Voorhees Regional High School District – Strategic Planning 2011

## ACTION PLAN

**GOAL AREA:** To Create Community-School Partnerships

**STRATEGY:** *The NHVRHSD will increase student organizations’ community service and outreach. Students, athletic teams, and clubs will promote, expand, sustain, and revitalize their community service and outreach.*

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Creation of two stipend positions at each high school to become the community service coordinators	Board of Education, Administration, School Activities Coordinators	Financial resources for academic stipend positions	Summer 2012	Approval of academic stipend position, Positions created at each high school
Create survey for clubs and athletics to complete to determine the quantity and types of community service that are completed within their club.	Community Service Coordinators (from North Hunterdon and Voorhees HS)	Paper Survey, Email access, Release time for coordinators as needed	August 2012 in-service	Survey developed
Clubs and athletics will be surveyed to determine the quantity and types of community service that are completed within their club.	Club Advisors, Coaches, Athletic Directors, School Activities Coordinators, Students, Community Service Coordinators at each school	Survey, Community Service Coordinator, Release time for coordinators as needed	September 1 – September 30, 2012	Surveys obtained from each club and athletic team in the district.
Survey results are collected and analyzed.	Community Service Coordinators, Athletic Director, Student Activities Coordinators	Paper Survey, Email access, Release time for coordinators as needed	October 2012	Data analyzed

MAJOR ACTIVITIES	STAFF	RESOURCES	TIMELINES	INDICATORS OF SUCCESS
Community Service Log/Catalog for all students completing community service	Community Service Coordinators, Guidance Departments, Technology Departments, Athletic Directors, Student Activities Coordinators	Computer database for logging student community service hours, Mailbox/ location to collect forms completed by students, Release time for coordinators as needed	Throughout school year	Database for collecting service hours, Completion of community service forms
Promote and continuously update community service opportunities available to students; Outreach to community service organizations regarding their need for student volunteers.	Community Service Coordinators, Technology Departments, District Communications Coordinator, Athletic Directors, Student Activities Coordinators	List of local community service agencies, Web page link, Release time for coordinators as needed	October 1, 2012 – December 31, 2012	List generated of opportunities and contact information for community service; List posted on district website
Publicize and inform students, parents, and community at large about student community service and outreach opportunities.	Community Service Coordinators, Technology Departments, District Communications Coordinator, Athletic Directors, Student Activities Coordinators	Materials for brochure/poster, Availability of technology, Table at Back to School night, Time to speak at class meetings, Release time for coordinators as needed	Start of each school year	Creation of Community Service Brochure/Poster; Emails, web page, and local media publications; Information provided at Back to School nights and class meetings; Increase in number of students participating in community service

<b>MAJOR ACTIVITIES</b>	<b>STAFF</b>	<b>RESOURCES</b>	<b>TIMELINES</b>	<b>INDICATORS OF SUCCESS</b>
Community Service Fair developed by the two Community Service Coordinators.	Community Service Coordinators, Phys Ed/Health Teachers, Technology Departments, District Communications Coordinator, Athletic Directors, Student Activities Coordinators	Community Service Organizations within the district; Publicize on website, newspapers, emails; Access to Gym to hold fair; Refreshments for organizations; Release time for students to attend fair – possible on half day during gym classes; Release time for coordinators as needed	January 2013	Community Service Fair held at each school; Fruit of District Communications Coordinator in promoting the Community Service Fair; Feedback forms from organizations and students
Reflect upon the community service and outreach programming put into place in the 2012 – 2013 school year. Evaluation and recommendations for subsequent years' activities.	Community Service Coordinators	Release time as needed; Feedback form	June 2013	Evaluation of the 2012 – 2013 programming; Determining the continuation of program; Feedback will be reported
Award Ceremony recognizing students completing community service	Board of Education; Administration, Community Service Coordinators, Secretaries, District Communications Coordinator, Athletic Directors, Student Activities Coordinators	Auditorium; Certificates; Decorations; Refreshments; Publicizing in local newspapers and on website; Release time for coordinators as needed	September 2013	Ceremony held; Certificates given to those students obtaining community service hours; Publicity generated by District Communications Coordinator in promotion of and media coverage of the ceremony; Recognition from Board of Education

## ACTION PLAN TEAM COST - BENEFIT ANALYSIS

**GOAL:** To Increase Community-School Partnerships

**STRATEGY:** *The NHVRHSD will increase student organizations' community service and outreach. Students, athletic teams, and clubs will promote, expand, sustain, and revitalize their community service and outreach.*

tangible benefits	intangible benefits
<p>Students participating in community service across the district</p> <p>Students gain a greater sense of community</p> <p>Community gains a greater sense of student service to their community.</p>	<p>Goodwill generated by student involvement in community endeavors</p> <p>Students gain knowledge of power to effect change within the community</p>
tangible costs	intangible costs
<p>District funds to support positions of two academic advisors to nourish, promote, and sustain community service within the school and community.</p> <p>Publicity</p> <p>Time of key participants</p>	<p>Ongoing process</p> <p>Time and effort of all participants</p>