

QSAC District Improvement Plan (DIP)

District: New Hanover Township	Submitted by (Name and Title): McBride, Superintendent		Brian J.	Date submitted: 2/24/2012 Date resubmitted: 5/11/2012	
Step 1: Indicators (DPR section & Indicator # (e.g.: I&P B1)	Step 2: Timeline (check applicable box)		Step 3: Issue/Actions/Strategies/Intervention	Step 4: Person Responsible	Step 5: Evidence of Completion/Impact
	Short Term	Long Term			
I&P A3a	x		DPR assessment worksheet	Superintendent	September 1, 2011
I&P A5a	x		DPR assessment worksheet	Superintendent	September 1, 2011
I&P A8a	x		NJASK analysis document	Superintendent	September 1, 2011
I&P A8b	x		NJASK analysis document	Superintendent	September 1, 2011
I&P A8c	x		NJASK analysis document	Superintendent	September 1, 2011
I&P A8d	x		NJASK analysis document	Superintendent	September 1, 2011
I&P A8e	x		NJASK analysis document	Superintendent	September 1, 2011
I&P A10a	x		MAP benchmark assessment; curriculum writing; RTI	Superintendent	MAP 1/26/2012; curriculum - anticipated completion date of August 2012; RTI 9/19/11
I&P A12a	x		MAP benchmark assessment; faculty-grade level meetings	Superintendent	MAP 1/26/2012; monthly faculty/grade level meetings 9/19/11
I&P A12b	x		MAP benchmark assessment; faculty-grade level meetings	Superintendent	MAP 1/26/2012; monthly faculty/grade level meetings 9/19/11
I&P A12c	x		MAP benchmark assessment; faculty-grade level meetings	Superintendent	MAP 1/26/2012; monthly faculty/grade level meetings 9/19/11
I&P A12d	x		MAP benchmark assessment; faculty-grade level meetings	Superintendent	MAP 1/26/2012; monthly faculty/grade level meetings 9/19/11
I&P B1	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P B2	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.

I&P B3	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P B4	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P B5	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P B6	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P B7	x		Policy 6122/6140/6141; Purchase and development of new curriculum to meet NJCCCS and Common Core Standards, routine meeting of curriculum committee members, annual curriculum reviews	Superintendent	Policy 6/18/09; BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012.
I&P C1a	x		Policy 6122/6140/6141; On Course lesson planner	Superintendent	6/18/2009; 9/19/2011-present
I&P C1b	x		Policy 6122/6140/6141; On Course lesson planner	Superintendent	6/18/2009; 9/19/2011-present
I&P C1c	x		Policy 6122/6140/6141; On Course lesson planner	Superintendent	6/18/2009; 9/19/2011-present
I&P C1d	x		Policy 6122/6140/6141; On Course lesson planner	Superintendent	6/18/2009; 9/19/2011-present
I&P C2	x		Core team meetings, monthly staff in-services, weekly grade level meetings	Superintendent	9/19/2011 to present; monthly agenda/sign-in sheets
I&P C4	x		Purchase and development of new curriculum, scope and sequence tracked using On Course lesson planner; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C5a	x		Purchase and development of new curriculum, scope and sequence tracked using On Course lesson planner; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C5c	x		Purchase and development of new curriculum, scope and sequence tracked using On Course lesson planner; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C5d	x		Purchase and development of new curriculum, scope and sequence tracked using On Course lesson planner; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009

I&P C5e	x		Purchase and development of new curriculum, scope and sequence tracked using On Course lesson planner; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C6a	x		Purchase and development of new curriculum with tie-in to Rosetta Stone for ELL and World Language; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C6b	x		Purchase and development of new curriculum with tie-in to Rosetta Stone for ELL and World Language; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C6c	x		Purchase and development of new curriculum with tie-in to Rosetta Stone for ELL and World Language; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C7a	x		Purchase and development of new curriculum; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C7b	x		Purchase and development of new curriculum; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P C8	x		Purchase and development of new curriculum; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P D2b	x		Purchase and development of new curriculum, enhance G&T program; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P D3a	x		Purchase and development of new curriculum, enhance G&T program; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P D3b	x		Purchase and development of new curriculum, enhance G&T program; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009

I&P D3c	x		Purchase and development of new curriculum, enhance G&T program; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
I&P D3d	x		Purchase and development of new curriculum, enhance G&T program; Policy 6122/6140/6141	Superintendent	BOE approval 5/24/12; on-going alignment with anticipated completion date of August 2012; Policy 6/18/2009
FM A2e	x		BA review of audit; Excel budget worksheet.	BA/BS	February 16, 2012
FM A3	x		Excel budget worksheet; additional state aid report	BA/BS	March 26, 2012
FM B1a	x		Certified Board minutes and certified BA/BS report	BA/BS	July 1, 2011; certified on a monthly basis
FM B1b			Certified Board minutes and certified BA/BS report	BA/BS	July 1, 2011; certified on a monthly basis
FM B2a	x		NHTSD SOP	BA/BS	Anticipated completion 6/30/2012
FM B2b			No separate resolution; NHTSD SOP		Anticipated completion 6/30/2012
FM B2e	x		NHTSD SOP; Policy	BA/BS	Anticipated completion 6/30/2012; Policy approved May 29, 2008
FM B2h	x		Mid-year budget review letter sent to county education office	BA/BS	January 1, 2012
FM B3	x		Position Control Roster; advertised budget	BA/BS	March 2, 2012
FM B4a	x		Monthly transfer report; over 10% required county approval; monthly closeout procedures on record	BA/BS	Completed monthly since January 1, 2012
FM B4b	x		Monthly transfer report; over 10% required county approval; monthly closeout procedures on record	BA/BS	Completed monthly since January 1, 2012
FM B4c	x		Additional office personnel hired; Business Services Agreement with MRHSD containing separate job duties	BA/BS	December 11, 2011
FM B4d	x		Signed purchase orders; Systems 3000	BA/BS	July 1, 2011; September 1, 2011.
FM B4f	x		Systems 3000; Policy 3320 and Policy 3326	BA/BS	July 1, 2011; May 29, 2008; December 16, 2010.
FM B4h	x		Manual checks identified in list of bills with separate code; use of Systems 3000; Policy 3300	BA/BS	January 1, 2012
FM B5g	x		Board resolution attached to purchase order; Policy 3320 and 3326	BA/BS	January 1, 2012; May 29, 2008 and December 16, 2010
FM B6	x		BOE meetings; PO attached to bill list, Board president review and signs; BA/BS signs; Policy 3320 and 3326	BA/BS	January 1, 2012; May 29, 2008 and December 16, 2010
FM B7	x		Excel cash-flow worksheet; Policy 3100/3320/3330	BA/BS	January 1, 2012; February 24, 2011/May 29, 2008/December 16, 2010
FM B8c	x		CAFR and AUDSUM submission; posting to district Website	BA/BS	February 7, 2012; March 21, 2012

	x				
FM C1	x		AUDSUM; CAFR AMR submitted through NJDOE Homeroom	BA/BS	February 7, 2012/February 2, 2012
FM C2a	x		CAP	BA/BS	January 26, 2012
FM C2b	x		Business Services Agreement w/MRHSD; CAP and termination of agreement with MOESC; letter submitted by district BA/BS to county SBA with corrective actions	BA/BS	January 26, 2012/January 1, 2012/March 14, 2012
FM C2c	x		Business Services Agreement w/MRHSD; CAP and termination of agreement with MOESC; letter submitted by district BA/BS to county SBA with corrective actions	BA/BS	January 26, 2012/January 1, 2012/March 14, 2012
FM C2d	x		Business Services Agreement w/MRHSD; CAP and termination of agreement with MOESC; letter submitted by district BA/BS to county SBA with corrective actions	BA/BS	January 26, 2012/January 1, 2012/March 14, 2012
FM C3	x		CAFR submitted on 6/30/2011 did not end w/no line item over expenditures	BA/BS	June 30, 2011
FM D1a	x		Analysis completed by BA/BS on supplement not to supplant	BA/BS	April 6, 2012
FM D1b	x		Analysis completed by BA/BS on supplement not to supplant	BA/BS	April 6, 2012
FM D1c	x		EWEG reports in NJDOE Homeroom	BA/BS	May 5, 2012
FM D1d	x		BOE resolution to return monies from 09/10	BA/BS	May 24, 2012
FM D2a	x		NCLB EWEG Reports	BA/BS	February 12, 2012
FM D2b	x		No revisions	BA/BS	May 11, 2012
FM D2c	x		NCLB and IDEA final reports in EWEG	BA/BS	September 11, 2011/February 22, 2012
FM D3a	x		Systems 3000	BA/BS	April 6, 2012
FM D3b	x		Systems 3000	BA/BS	April 6, 2012
FM D3c	x		Systems 3000	BA/BS	April 6, 2012
FM D3d	x		Systems 3000	BA/BS	April 6, 2012
FM D3e	x		Systems 3000	BA/BS	April 6, 2012
FM D3f	x		Systems 3000	BA/BS	April 6, 2012
FM D3g	x		Systems 3000	BA/BS	April 6, 2012
FM E1a	x		E-rate contract with E-rate Exchange	BA/BS	February 1, 2012
FM E1b	x		ACES contract	BA/BS	May 24, 2012
FM E2a	x		Class roster	BA/BS	updated daily since September 19, 2011
FM E2b	x		Systems 3000; budget status and summary payroll reports	BA/BS	monthly reports; since July 1, 2011
FM E2c	x		Child Nutrition; Systems 3000; monthly financial reports from Food Service Management company (Mascios)	BA/BS	monthly reports; since September 2011
FM E2f	x		RFP for auditor and attorney	BA/BS	February 1, 2011
FM E5	x		Payroll and OFAC CAP	BA/BS	January 1, 2012

OM A2a	x		Comprehensive Maintenance Plan	Superintendent	January 26, 2012
OM B2c	x		Fall Report for NJSMART	Superintendent	November 14, 2011
OM C1a	x		Emergency Management Plan - July 31, 2008	Superintendent	Anticipated revision approval July 31, 2012
OM C1b	x		Emergency Management Plan - July 31, 2008	Superintendent	Anticipated revision approval July 31, 2012
OM C1c	x		Emergency Management Plan - July 31, 2008	Superintendent	Anticipated revision approval July 31, 2012
P B1b	x		Policy 4116	Superintendent	October 23, 2008
P B1c	x		Policy 4116	Superintendent	October 23, 2008
P B1d	x		Policy 4116	Superintendent	October 23, 2008
P B2a	x		Policy 4111.1	Superintendent	May 27, 2010
P B2b	x		Policy 4111.1	Superintendent	May 27, 2010
P B2c	x		Policy 4111.1	Superintendent	May 27, 2010
P B3a	x		Policy 4111.1; Policy 4211	Superintendent	May 27, 2010; December 16, 2010
P B3b	x		Policy 4111.1; Policy 4211	Superintendent	May 27, 2010; December 16, 2010
P B3c	x		Policy 4111.1; Policy 4211	Superintendent	May 27, 2010; December 16, 2010
P B4a	x		BOE approved job description on file in Board Office	Superintendent/BA	May 24, 2012
P B4b	x		Annual School Aides Report submitted to county education office	Superintendent/BA	October 31, 2011
P B4c	x		Meeting agenda/sign-in sheets	Superintendent	Monthly faculty meeting sign-in sheets; September 2011 to present
P B5a	x		Policy 4112.4	Superintendent/BA	October 23, 2008
P B5b	x		Policy 4112.4	Superintendent/BA	October 23, 2008
P B5c	x		Policy 4112.4	Superintendent/BA	October 23, 2008
P B6a	x		Policy 4112.4; Exposure Control Plan	Superintendent/BA	October 23, 2008
P B6b	x		Policy 4112.4; faculty meeting sign-in sheet	Superintendent	October 23, 2008; sign-in sheet September 13, 2011
P B7	x		Collective bargaining agreement between NHTSD and NHEA 2009-2012	Superintendent/BA	June 10, 2011
P C1a	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1b	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1c	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1d	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1e	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1f	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1g	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C1h	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008

P C1i	x		Professional Development Plan; Policy 4130	Superintendent/BA	April 26, 2012; October 23, 2008
P C2	x		Meeting agenda and sign-in sheets	Superintendent	2011-2012 school year; monthly
P C3a	x		Professional Development Plan; surveys; EVVR reports; NCLB reports; MAP	Superintendent/BA	PDP April 26, 2012; monthly HIB/EVVR reports; NCLB March 1, 2012; MAP January 26, 2012
P C3b	x		Professional Development Plan; surveys; EVVR reports; NCLB reports; MAP	Superintendent/BA	PDP April 26, 2012; monthly HIB/EVVR reports; NCLB March 1, 2012; MAP January 26, 2012
P C3c	x		Professional Development Plan; surveys; EVVR reports; NCLB reports; MAP	Superintendent/BA	PDP April 26, 2012; monthly HIB/EVVR reports; NCLB March 1, 2012; MAP January 26, 2012
P C4a	x		CSA Professional Growth Plan development and submission	Superintendent	on-going
P C4b	x		CSA PGP	Superintendent	Anticipated June 28, 2012
P C4c	x		CSA PGP	Superintendent	Anticipated June 28, 2012
P C4d	x		CSA PGP	Superintendent	Anticipated June 28, 2012
P C4e	x		CSA PGP	Superintendent	Anticipated June 28, 2012
P C5a	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
P C5b	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
P C5c	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
P C5d	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
P C5e	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
P C5f	x		District Mentoring Plan 2008-2011; Policy 4131	Superintendent	Anticipated June 28, 2012 / October 23, 2008
G A2	x		Policy 6122/6140/6141; adoption of new curriculum (complete)	Superintendent	June 18, 2009; anticipated August 1, 2012
G B1	x		Policy 9200	Superintendent/BA	July 28, 2011
G B3	x		BOE financial disclosure forms submitted and on file in board office; copies sent to county office of education	BA/BS	March 29, 2012
G B4	x		Policy 9250	BA/BS	December 17, 2009
G B5	x		BOE meeting minutes with included attendance chart posted on district Website monthly	BA/BS	7/1/2011 to present
G C4	x		BOE minutes	BA/BS	7/1/11 through current on-file and posted on district's website.

