

# **Holmdel Township Board of Education**

## **Special Services Committee**

### **Meeting Notes for July 21, 2010**

**Present:** Board Members: Ana M. Vander Woude—Chair, Phyllis Pascucci, Chiung-yin Liu and Dennis Pavlik  
Administrators: Barbara Duncan and Meryl Gill

#### **1. American Recovery and Reinvestment Act (ARRA) Update:**

- a. The district is now entering its second (and final) year of implementing the ARRA award. Meryl Gill is confirming the remaining amount of the original \$993,983.00 award in order to determine how to best allocate it. She will update the committee in August with more specifics.
- b. Professional Development:
  - i. ARRA funds have been utilized to promote collaborative team teaching at the high school. On June 30th and July 1st, 12 staff members (general education and special education teachers), Bill Loughran and Meryl Gill attended a conference at Georgian Court College on collaborative team teaching techniques. In August, these teachers will work together to map out collaborative strategies for the coming school year.
  - ii. During the first week of September, special education monitors will be offered a half day of training.
- c. ARRA monies will be used to fund life works programs for two students.

#### **2. 2010 Extended School Year Program (ESY) Update:**

- a. Summer 2010 ESY program began on July 6<sup>th</sup> and will conclude on August 12<sup>th</sup>. It is offered 4 days per week. Nine classes are offered.
- b. Students also receive, as determined by their IEPs, related services such as speech therapy, physical therapy and occupational therapy. Additionally, Dr. Debbie Coffey, a psychologist contracted with the district will provide social skills training via social stories in the classrooms.
- c. On Thursdays, select classes are offered real life experiences in the community, such as visiting a local supermarket. Additionally, certain classes run a school store.
- d. Supplemental instruction is provided to a select group of students in need of multisensory reading instruction. While they do not qualify for ESY, they do have IEPs. They attend 2 days per week for an hour. Transportation is not provided.
- e. Additionally, an Orientation Mobility Counselor works weekly with 2 visually impaired students on life skills training in the community. Most recently, the students have visited Red Bank and will also visit the Monmouth Mall.
- f. Unfortunately, due to low enrollment in the Summer Academic Enrichment program, suitable classes were not available for ESY students at Village.
- g. A total of 73 students are participating in the above-mentioned programs.

#### **3. Preschool Program Update:**

- a. Four-year-old program: all slots are filled.
- b. Meryl Gill is in the process of aligning the full-day preschool program more with the half-day by only once per month not providing instruction on select Mondays and allocating that time for such needs as teacher preparation, professional development, evaluations, and conferences. A letter is being drafted for parents with the specific days, as well as professional development opportunities which they may attend.
- c. In terms of professional development, specific focus will be given to follow-up High Scope training, ABA (Applied Behavioral Analysis) and ABLES, an assessment tool. Specifically, training on ABLES will provide monitors with a clear background on how important data tracking is and how it relates to the goals developed. In-house ABA training will be offered by Vivian Attanasio to monitors, and Beth Lieberman will provide training on ABLES and ABA.

#### **4. New Hires:**

- a. Village School LDTC: Amanda Colannino
- b. Indian Hill Speech Therapist: Megan Rohrbach
- c. Satz Spanish Teacher: Andrea Lopez
- d. Part-time Physical Therapist for Village School and High School: Daniel Steinhauser
- e. High School Opening: Highly qualified English teacher with Spanish background.

#### **5. Training/Orientation for Staff:**

- a. Meryl Gill will provide training to all new staff on special education matters, including:
  - i. IEP planner software,
  - ii. Different programs offered in the district,
  - iii. Share Point. (*Effective last school year, all IEPs and 504 Plans are available on Share Point to all teachers who provide services to students with such directives; thereby facilitating our staff's access to such information and allowing them to familiarize themselves regularly with the needs of such students.*),
  - iv. Role of case managers,
  - v. Responsibility of general education teachers,
  - vi. Team teaching,
  - vii. Assistive technology, and
  - viii. Overall professional development opportunities.
- b. Sound Field System Training: a memo and PowerPoint presentation will be provided to all staff on the usage of sound field systems, so as to properly meet the needs of students with IEPs and 504s.
- c. Meryl Gill will meet once every other month with new special education staff to provide a half-day of training and address any concerns.

#### **6. Committee Discussion Topics for 2010-2011:** Attached document incorporated by reference.

#### **7. Items for the Good of the Order:**

- *Nursing Issues:* In addition to developing the annual nursing plan with the school nurses, Meryl Gill will meet quarterly with the nurses.
- *Self-Assessment Update:* Still waiting for the site visit by the state monitor.

#### **8. Next Meeting:** Monday, August 16th, 11:30a, at the Central Office Conference Room.

**Respectfully submitted,**

**Ana M. Vander Woude**

**Holmdel Township Board of Education**  
**Special Education Committee**  
*Committee Discussion Topics for 2010-2011*

1. American Recovery and Reinvestment Act (ARRA)
2. ARISE
3. Extended School Year Program (ESY)
4. Integrated Preschool Program
5. Legal Matters
6. Nursing Issues
7. Personnel Matters
  - Hiring
  - Professional Development
8. Policy Review
9. Preschool Outcome Study
10. State of the District Presentation
11. STRIVE
12. Tuition Students Updates
13. Self-Assessment Related:
  - Updates on state visit
  - Priority Areas for Improvement:
    - a. College Fairs for Special Education,
    - b. Communication between General Education Staff and Parents,
    - c. Assistive Technology Training,
    - d. Bus Driver Training,
    - e. Software for Transition and Additional Activities,
    - f. Parent Training
    - g. Additional Electives for Multiply Disabled Class,
    - h. Survey of Recent Graduates (ongoing cohort),
    - i. AYP Strategies to assist students,
    - j. Integrated Pre-School Activities,
    - k. Positive Behavioral Supports, and
    - l. Social Skills Training.