

**Holmdel Township Board of Education**  
**Special Services Committee**  
**Meeting Notes for September 15, 2010**

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

- 1. Transportation Issues:** The committee raised several issues concerning the transportation of classified students, including safety protocols, staff training and bus schedule notification. Although the Special Services Department is involved in transportation as it pertains to classified students, such issues are handled primarily by the Transportation Department. The committee agreed to forward its questions and concerns to Cynthia Kuperman via Barbara Duncan.
- 2. Tuition Students:** Currently there are 6 tuition classified students in the district.
- 3. Professional Development:**
  - a. Regional Professional Development Academy (RPDA):
    - i. The Regional Professional Development Academy is an organization whose mission is to facilitate the inclusion of students with moderate to severe disabilities in the general education classroom. Its focus is on providing seminars promoting professional development in the following areas: assistive technology, autism spectrum disorders, differentiated instruction, managing challenging behaviors and social skills training. More information can be obtained at the RPDA website: [www.lehsd.k12.nj.us/rpda/welcome.html](http://www.lehsd.k12.nj.us/rpda/welcome.html).
    - ii. Membership into the academy is open to all public school districts and schools for the Disabled in Monmouth and Ocean Counties. Holmdel is a member. Both staff and parents may attend RPDA seminars. Most are held at the Monmouth Mall. Information will be provided to parents via the ARISE website.
  - b. Parent Workshops: The first workshop open to the parents of full-day preschoolers will be held on October 25<sup>th</sup>. Parents may attend the first 1.5 hours of the workshop. The second part will focus on specialized training for teachers and monitors.
  - c. Monmouth University: As reported previously, Mary Brennan (Specialist Professor, Department of Educational Leadership and Special Education of the Special Education Department at Monmouth University) will collaborate with the Special Services Department to support our teachers in the Collaborative Team Teaching Initiative. Workshops are scheduled to begin in October:
    - i. October 4 and 7: Ms. Brennan will meet with any new teams from Satz and Holmdel High School.
    - ii. October 14: Ms. Brennan will meet with all staff that participated in the pilot initiative last year.
- 4. Organization Chart 2010/2011 for Special Services:** Meryl Gill provided the committee with a list of all teaching staff under the Department of Special Services for 2010-2011.
- 5. Next Meeting:** Wednesday, October 13<sup>th</sup>, 2010, at 10 a.m. in the Upper Library Conference Room, Holmdel High School.

**Respectfully submitted,**  
**Ana M. Vander Woude**