

**HOLMDEL TOWNSHIP BOARD OF EDUCATION**  
**CURRICULUM & INSTRUCTION/SPECIAL SERVICES COMMITTEE MEETING NOTES**  
**JUNE 21ST, 2021 @ 9:00 AM**

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**Board Members Present:** E. Urbanski, Chair | V. Flynn, Board President | E. Briamonte | L. Zhang  
**Administrators Present:** Dr. Charney, Interim Assistant Superintendent | Dr. Stromsland, Interim Director of Special Services  
**Meeting Location:** Board Conference room, Village School

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1. The committee met in person and remotely at 9:00 AM on June 21st for its Curriculum and Instruction/Special Services Committee Meeting.
2. Recommendations for Approval: The committee discussed items recommended by the Interim Superintendent for approval including, but not limited to: Policy Approvals, Professional Development/District personnel, Staff summer hours, CAP Grants, Annual Adoption of Teacher Evaluation System, Annual Adoption of Principal Evaluation System, Reflective Practice Protocol Option for Teacher Evaluation, Discarded Library Books, Textbooks and supplemental resources for instruction, and Field experience/Student teacher/Observation.
3. Special Services: Dr. Stromsland, The Interim Director of Special Services presented items for approval including but not limited to: Student placements for 2020/2021 school year, Student placements for 2021/2022 School year, Urine Drug Screening (UDS) and Medical Clearance, Educational evaluations, Teachers to attend Summer IEP meetings, Pre-employment transition services, Settlement agreement and Executive functioning Study Skills Program.
4. Kindergarten Screening: Kindergarten students and new students entering grades 1-3 will be screened for reading readiness. The Hegerty screening model will be used. The state may require a revised Kindergarten screening
5. Lesson Plans: Dr. Charney presented a sample lesson plan as an example of what teachers will regularly submit to their supervisors for review for the 2021/2022 school year. The sample was consistent with the State model for a lesson plan.
6. Alumni Network: A high school student has proposed creating a Holmdel Alumni Network. Questions were asked about what staff member would oversee the program and discussions were had about presenting it to Community Relations. The committee suggested that the program be piloted on Linked In or a similar social media site for a trial period.
7. G&T: Dr. Charney explained the proposed G&T schedule for the 2021/2022 school year. The G&T teacher will meet with students 3 times a week in ELA and Math. The focus will be mainly on grades 4-6. The G & T teachers will push-in to all grades for whole school enrichment, again with greater frequency than in the past.

8. In-School SAT: Questions were asked about the possibility of scheduling a Fall in-school SAT day for seniors. Inquiries were also made about the possibility of more frequent scheduling of Saturday SATs at Holmdel High School.
9. Evaluation of Teachers/Genesis: In addition to utilizing Danielson for teacher evaluations the district will also be using Genesis. Genesis is a program that allows the district to manage the data from Danielson in 20 different content areas. It makes pre and post observation forms available, conducts electronic signature and calculates summative scores from all inputted data. Six teachers from each school will be trained in the Genesis evaluation system to turn key the instructional piece of Genesis.
10. Pre-K In Fall 2021 there will be 6 Pre-K classes at Village School. A 7th class may be formed if more students register.
11. Indian Hill & Village Schedules Dr. Charney presented a new schedule for Indian Hill and Village. Each school will have an 8 period day with Village having 50 minute periods and Indian Hill having 48 minute periods. There will be double Math and ELA periods. Both schools will have Social Studies and Science every day. There will be time every day for PLC (Professional Learning Community ) so teachers can plan and execute in a unified progressive way.
12. AP Participation 228 AP students took 533 tests which is a 70% participation rate. The district only paid for AP tests that students took.

Next Meeting Date: July 20th @ 9:00 AM