

**HOLMDEL TOWNSHIP BOARD OF EDUCATION**  
**CURRICULUM & INSTRUCTION/SPECIAL SERVICES COMMITTEE MEETING NOTES**  
**FEBRUARY 17, 2021 AT 4:00 PM**

**Board Members Present:** E. Urbanski, Chair | V. Flynn, Board President | E. Briamonte | L. Zang

**Administrators Present:** J. Charney, Interim Assistant Superintendent | M. Gill, Director of Special Services

**Meeting Location:** Remote

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1. The committee met on Wednesday, February 17th, 2021 at 4:00 pm for its Curriculum and Instruction/Special Services Committee Meeting.
2. Board Agenda Resolution: The committee discussed items recommended by the Interim Superintendent for approval including, but not limited to, Out-of-District Travel, Staff Presenters, Student Teacher Clinical Practices/Observations/Field Experiences, 2020-21 Nursing Plan, and CBI/SLE site visits for the 20-21 school year.
3. Rutgers Health Professions Program: 50 students are attending the Dynamics of Healthcare Rutgers School of Health Professions program. The large student response to this learning opportunity should be recognized and the administration is looking to create more of these types of dual educational opportunities. Students will be given an assessment final by Rutgers to gauge achievement and credit awarding.
4. MAP DATA REPORT: Dr. Charney presented the Winter Map reading and math data for Grades 1-6. While the overall performance is good, the testing revealed a distinct learning loss in reading and math in Village and Indian Hill schools. The results for Indian Hill were more concerning than those of Village. Specific remediation goals were outlined to the committee. Dr. Charney is recommending re-deploying and adding staff to address the remediation required for those students that have been identified with a learning loss. To remediate the learning loss in Village, Dr. Charney proposed a plan to redeploy existing math coaches. For reading, Dr. Charney recommends redeploying the already existing specialists to 3 fulltime reading coaches. The remediation will take place in the class during regular school hours. In Indian Hill, where the need is greater, Dr. Charney recommends that for reading, the school redeploy one FTE and also have an extended day with 5-8 specialists. The specialists will work with students after school and during a Summer Step Up program. These positions are funded through the CARES act. Discussions were had to determine mandating attendance for at risk students. Dr. Charney highlighted the benefit of using data driven analysis when looking at individual student performance. With data, the District is able to target problems early and direct resources to those students in need in a timely manner.

5. Special Education Audit: The status of the Special Education Audit was discussed. Last week, the administration met with two individuals who will be performing the audit. They are currently in the process of preparing a proposal.
6. Gifted and Talented: Dr Charney has performed an Analysis of the Gifted and Talented program and made recommendations to enhance the program. The current G&T programming was one suggested reason we are losing so many students to magnet schools.
7. Pre-K Program: Presently there are 32 Pre-K students and Dr Charney sees an opportunity to double the capacity by creating two more Pre-K classes. He cited the importance of early childhood education with documented improvements in early reading and vocabulary.
8. Guidance Update: Board members asked questions about the status of the guidance department. Dr. Charney advised the C&I Committee that oversight of the Guidance Department at the High School, has been assigned to the High School Principal and Vice Principal. They will work on setting goals for every counselor to meet with each student a number of times per year.. They are also working to establish expectations and monitor adherence to the guidance curriculum..
9. Program of Studies: The 2021-2022 High School Program of Studies was presented. Dr. Charney discussed new courses and the extensive AP programming that are offered by the district. Dr. Charney stated that the diverse and commendable quality of class offerings should be better advertised to the students and community. Concerns about consistency of entrance requirements were raised and are being addressed by the administration.
10. Cluster grouping in Village and Indian Hill was discussed. The administration emphasized that there are several measures to gauge the placing. In Village the flexibility of the groupings was emphasized and it was noted that students move from group to group. There was no report on cluster grouping in Indian Hill.
11. State Wide Assessments Update: The NJ DOE has pushed back the statewide assessments. They are not to start before April 5, 2021.
12. Biliteracy Test: The AAPPL Biliteracy test was administered with good results. 27 students are qualified for the Seal of Biliteracy and 12 are pending results.
13. Under “Old Business”, 787 AP tests were ordered-a 40% increase from last year. The school is budgeting 800 tests for next year. There were questions about the Spring AP tests. The decision for AP test administration is up to the district. The bulk of the tests will probably be given in the second May administration. Dr. Charney wants the tests to be taken in school with paper and pencil. Last year there were a lot of technology problems with the remote tests. Also, if the tests are taken remotely, the student cannot go back to questions. With the exception of AP Physics, all other AP tests will be covering the full course.

14. Also under old business there was an update on Naviance. Dr. Charney reported that 83% of seniors have logged into Naviance at least 3 times. A list of the top colleges being applied to was provided to the Board. There was a discussion about how the data on accepted and enrolled students was not updated. There was also a discussion on how the full capabilities of Naviance can be utilized by the students. The district is looking into the possibility of having a Naviance representative come to the school to train staff and students on how to utilize the program effectively. Dr. Charney will retrieve a record of which college students attended the last three years to better inform our seniors about prospects.

Next Meeting Date: March 24, 2021 @ 9:00 AM