



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

"A COMMITMENT TO EXCELLENCE"

Office of the Assistant Superintendent
65 McCampbell Road
Holmdel, NJ 07733
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Curriculum and Instruction Committee Meeting Notes

Monday, September 21, 2015, 12:00 noon

Attending:

Board Members: Chiung-yin Liu (Chair), Joe Hammer, Denise Kline, Mike Sockol (via phone)

Administrators: Barbara Duncan, Robert McGarry, Bill Loughran

Items for Discussion/Updates

1. Rotating Schedule Update— Mr. Loughran

Mr. Loughran gave C&I a briefing for the Implementation of the Rotating Schedule.

- The FAQ's have been posted on the High School webpage
- The Teacher Leaders met in August. The team followed the concept of Understanding by Design to plan four day unit lessons. Livingston High School will provide assistance if needed.
- The expectations and rules of the Rotating Schedule have been delivered to students at 4 class meetings.
- A meeting with Holmdel PD has taken place. The lockdown and evacuation plans have been explained to the students at class meetings. More special security meetings will be conducted in the future.
- Student ID with a bar code will be distributed to all students for easy attendance marking for students who have first block study halls.
- A lunch pass will give to the students who have 2nd lab time on that day. The lunch pass will allow students to move ahead in the line and pay for their lunch.
- Administrators identified areas to be addressed for next year. Such as, the balance of Science classes between first and second lab times on each day, the balance of a study hall period amongst the grades, and setting up a Mobil Café for a quick grasp.
- A survey regarding the implementation will be out soon.

The C&I committee suggested administrators set up a table so that parents can ask questions regarding the Rotating Schedule at Back To School Night, and, play a PowerPoint slide show of the Rotating Schedule FAQ's during the gathering time. The C&I committee also suggested that while school is advocating the study hall period for better time management, the choices of taking the study hall period, or not, should continue being a students' choice and decision. If students decide to opt out of the study hall period, the school should observe students' needs and passion, and continue to provide flexibility and support to those students.



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2. Arts Evaluation- Next Steps

- Dr. McGarry plans to review the priorities identified in the Visual and Performing Arts program evaluation with all teachers in this area.
- Satz School will run a String Ensemble class this year. The class will meet after school.

3. Placement for Honors Math and English classes

- Supervisors of Math and Science, and Humanities are reviewing the placement criteria of the Honors classes for grades 5-9.
- The District needs to receive the State graduation guidelines related to PARCC before finalizing the placement criteria.

The C&I committee suggested that those students who have been in Honors classes and received an A for the final grade should continue to remain at Honors class without going through another round of procedure with placement. For those students who are a few points below the cutoff lines but shows interest to challenge themselves, the district might consider providing additional opportunities with some guidelines.

4. Testing Results from 2014-15

- The results of the PARCC exams have not been released by NJDOE as of our meeting date. Administrators will attend different workshops related to PARCC.
- The College Board released AP exam results for students from the HHS who took AP exams.
 - *86% of all exams taken by HHS students yielded a score of 3 and above (state: 74%, US: 68%)
 - *32% of all exams taken by HHS students yielded a score of 5 (state 23%, US 20%)

5. Supervision of Grade 7-12 Departments by Assistant Principals

Dr. McGarry indicated that three Assistant Principals from Satz and the High School will assist the supervision in certain areas:

- Mrs. Marino will supervise the areas of the Visual and Performing Arts;
- Mrs. Simonelli will supervise the area of World Languages;
- Mrs. Gazia will supervise the areas of the Technology, Business and Family and Consumer Sciences.

The C&I committee accepted the recommendation.



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6. Attending Out of District High School from Satz Graduation Class Of 2015

- There are 26 graduates attending MCVSD (High Tech: 12, Bio Tech: 9, Allied Health: 4, MAST: 1, Communications: 0).
- There are 23 graduates attending Private Schools (SJV: 8, CBA: 6, RBC: 5, Trinity Hall: 3, Mater Dei:1)

Total: 49 graduates of the Satz class 2015 are currently attending out of District High Schools.

While the district supports those students' passion and interests to attend out of district high schools, the C&I committee suggested that administrators might consider to revisit the programs offered in Holmdel High School and expand the acceptance and the flexibility for the higher level courses (especially in Math) to avoid the low enrollment of the highest level classes in the senior year.

Items for Discussion and Board Approval

1. Curriculum Guide revisions
 - a. 11 revised curriculum guides will be on 9/30 agenda for approval
 - b. Total 55 curriculum guides were revised over the summer.
 - c. Revised World Language grading policy
 - d. More revised grading policy from other departments will be provided at future meetings.
2. Donations:
 - a. Non-Monetary Donation from PSG, W. R. Satz School for the purchase of a Digital Signage Media System, valued at \$8,162.
 - b. Monetary Donation from the families of The Voyagers program for \$245 to be utilized for the Voyagers/G&T program toward the purchase of materials needed for any Voyagers projects in 2015-2016.
3. Professional Development presenter: Dr. Greer Burroughs, Rutgers Graduate School of Education. Dr. Burroughs will continue professional learning that took place in 2014-2015. Dr. Burroughs will deliver multiple sessions of workshops and in-class coaching, which will be focused on the integration of literacy skills in Social Studies and Science classes for Indian Hill School teachers during the 2015-2016 school year. The first session will start on October 19th, with a maximum of five days of follow-up sessions. The fee is \$1000/day and will be paid by NCLB Title II-A funds.

Next meeting: Monday, October 19, 2015, at 12 noon.

Sincerely Submitted,
Chiung-yin Cheng Liu, Chairperson