



HOLMDEL TOWNSHIP PUBLIC SCHOOLS
"A COMMITMENT TO EXCELLENCE"

Office of the Assistant Superintendent
65 McCampbell Road
Holmdel, NJ 07733
phone: 732 946-1800
fax: 732 946-1875

Curriculum and Instruction Committee Meeting Notes

Thursday, June 11, 2015,

Attending:

Board Members: Chiung-yin Liu (Chair), Joe Hammer, Denise Kline,

Administrators: Robert McGarry, Alicia Killean, Tali Axelrod, Michael Ferrarese

Items for Discussion/Updates

1. Rotating Schedule Implementation Update

- A. Implementation Team has met and has been following the Implementation Plan moving the Rotating Schedule forward.
- B. Post-Implementation Metrics –
 - i. Comparison of annual daily attendance rates
 - ii. Student club enrollments
 - iii. Climate and culture survey (such as: How has your high school experience changed?)
 - iv. Comparison of annual student discipline referral
 - v. Course grade comparisons
 - vi. Comparison of ratings in Teacher Evaluations:
 - a. Designing Coherent Instruction,
 - b. Managing Classroom Procedures,
 - c. Demonstrating Flexibility and Responsiveness
- C. FAQ's – information updated, will be posted on website soon
- D. Lunch Period – extra help, club activities, and lab classes (half lunch period—first half or second half)
- E. Study Halls – see FAQ's
- F. Professional Development –
 - (1) School-wide and Department Staff meetings,
 - (2) A resource book has been provided to all HHS teachers- "Differentiated Instructional Strategies for the Block Schedule"
 - (3) Survey – to understand teachers' needs and difficulty. Completed.

2. Follow-up on District Goal Presentation – Alicia Killean

- A. Mrs. Killean shared the NGSS implementation timeline 2014-18**
 - i. District has been following the timeline
 - ii. Sequence of the curriculum for K-6 will be finalized over the summer



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- iii. Includes engineering and technology components in each grade level.
- iv. Identified one Technology Coach (Mrs. MacConnell) for Satz and High School

B. Engineering Courses related:

- i. Seeking dual-enrollment opportunity with a few colleges for Multivariable Calculus
- ii. Show colleges what Holmdel HS offers to prepare students applying for engineering/technology schools
- iii. Teachers will help students to prepare a portfolio when applying to engineering schools
- iv. Continue seeking offerings in engineering courses in High School.
- v. One administrator is needed to take care the area of technology and engineering

C. Students Portfolio for High School

- i. C&I suggested that the District should consider helping students to build their own portfolio in Science, Performing Arts, Engineering, Business, etc...
- ii. Dr. McGarry suggested that making a suggested list of courses for students who are seeking in certain areas of study –“if you would like to study __ area in college, those are the courses you might want to consider taking.....”

D. Research course update

- i. The 8th grade Elective Research classes plan to start in 2016-17
- ii. It may be necessary to revisit the requirement to apply for HAR class in HHS.
- iii. The district should consider offering a research course in the area of Social Science
- iv. Research Club in HHS - To continue interests and skills in research after graduating from Satz, C&I suggested it may be a good idea to offer a student-driven Research Club to fill the gap between Satz proposed elective research class and High School HAR class, and, for those students who can't take the HAR class due to a scheduling conflict, especially, during the years of 2015-2018

3. Middle School Transition/Grade 6 Configurations – Indian Hill Principal, Tali Axelrod and Assistant Principal, Michael Ferrarese

Dr. Axelrod and Mr. Ferrarese discussed concerns for the 6th grade configuration. They explained the history of the problem and importance to consider departmentalizing starting in September 2015. A student survey study has been completed which indicated the needs and high interest in support for the change. A survey to staff for their preferences in subjects has been sent.

The C&I committee suggested that



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- It may be a good idea for the Principal to send out a letter/email explaining the reason and expectation for departmentalizing 6th grade.
- Run an emergency PLG meeting, so that parents could ask questions at the meeting.
- FAQ's should be created, distributed and posted on the school website.
- A BOE presentation should take place over the summer.

To support teachers strive in their focus subjects and to support administrators to hire the best new teachers to the specific subject area, and, to help 6th graders have better transition between elementary school and middle school, the C&I committee supports the departmentalization of the 6th grade starting in 2015-16, and recommends it to the Board.

4. PARCC update –

The district is waiting for instruction of 2015-16 PARCC from NJDOE. The district parent's surveys final results are not ready as of our meeting date.

5. School Handbooks and Athletic Handbook review timeline—

Dr. McGarry will distribute all handbooks to Committee by 7/16. The committee will review and discuss the handbooks at the next committee meeting in July.

Items for Discussion and Board Approval

None

Items for the Good of the Order

1. Satz Students Achievement Awards:
Satz building administrators will be invited to update the pilot programs —
 - A. Presidential Award for 8th graders
 - B. Honor Roll Award for 7 graders, and,
 - C. Monthly Students Awards for both grades.
2. The C&I committee expressed a concern about the classroom activities taking place at the end of school year. The C&I committee suggested that:
 - A. All classroom activities should remain curriculum related.
 - B. The use of films/movies should be aligned to the Board-approved curriculum and the clips of films/movies should be used as a support for an instructional strategy
 - C. Teachers could consider adding enrichment learning experiences to wrap up the year, and prepare students for the coming school year.
 - D. Assembly programs could be arranged
 - E. Dr. McGarry will discuss the concerns with the building Principals.

Next Meeting: TBA

**Sincerely Submitted,
Chiung-yin Cheng Liu, Chairperson**