

## Special Services Committee Meeting Notes

Thursday, October 31<sup>st</sup>, 2013, 9:15 AM

### Attending:

Board Members: Chiung-yin Liu (Chair), Joseph Hammer, Robin Wetmore,  
Ana M. Vander Woude (via phone)

Administrators: Barbara Duncan, Meryl Gill,

### **1. Professional Development opportunities 2013/2014**

- RPDA Catalog  
The Regional Professional Development Academy catalog is available to staff and parents. Ms. Gill has posted the link on the District Special Services Department web page. She will send the information to the parents of each school via the Principals' weekly newsletter.
- Foundations Training  
A one day refresher workshop called Foundations Training will be offered to K-2 special education teachers and Village basic skills teachers. Matawan and Howell school districts will join the training. Training date: TBA (To Be Announced).
- Enhancing Student Opportunities in an Inclusive Setting  
Teachers and administrators had attended workshops provided by Coalition for Inclusive Education in the past. Ms. Gill felt it would be beneficial to offer staff more training. Paula Lieb and an associate will offer one full day and two half day trainings, beginning on November 18, 2013.

### **2. New Teacher Workshop (November 12, 2013) "What To Do Before the Behaviorist Arrives in your Classroom."**

All first, second and third year special education teachers, temporary leave replacement and related service staff meet with Ms. Gill every other month. On November 12, 2013, the district Behaviorist will present professional development training and the topic is: "What to do before the behaviorist arrives in your classroom."

### **3. Special Education Planning Committee**

The Transition Autism Committee has been renamed the Special Education Planning Committee. There are two groups: 1. Village, Indian Hill. 2. Satz, High School  
The committee work will focus on Significantly Disabled, Autistic and other students with disabilities and their life skills for independence. Besides the curriculum, the committee also plans on developing training for the staff, monitors and parents.  
To provide a better service and look for improvement, the Planning Committee plans to send out a survey to staff and parents.

### **4. Best Buddies/Name Change - Team Unify/Best Buddies**

In 2014/2015, the Best Buddies club in Holmdel High School will have a new name-Team Unify.  
With the new name, the Team Unify Club has more flexibility to recruit members from Satz School, and be able to run the activities which can benefit more students both in general education and special education.

**5. Thanksgiving Feast update: (November 26, 2013 from 11:00 a.m. – 1:00 p.m.)**

The Thanksgiving Feast, hosted by the Ms. Amy Clark and students from her class, will take place on Tuesday, November 26, 2013, from 11 am-1 pm in the Satz library. The Team Unify/Best Buddies club will help run the event.

**6. Sports Expo Date: Tuesday, June 3, 2014**

Planning for the 2014 Sport Expo has begun. The event will take place on Tuesday, June 3, 2014, at Cross Farm Park.

**7. Recognition of Nurses at 11/20/13 BOE Meeting: Award for Achieving “Asthma Friendly School” status**

After completing six steps towards establishing an “Asthma Friendly School Environment” mandated by the state, Holmdel has joined the 15% of schools throughout New Jersey to qualify for an award from the Pediatric/Adult Asthma Coalition of NEW JERSEY, which is sponsored by the American Lung Association in New Jersey. Holmdel Township Public School was honored with the “Asthma Friendly School Award” for the 2012/2013 school year.

We applaud the HHS nurse, Mrs. Mary Carlson, for her leading role in qualifying for the award. And thanks to the administrators, Mrs. Duncan and Mr. Balicki for their joint effort in making this happen. All nurses have been invited to the November 20, 2013, BOE meeting to be formally recognized.

**8. Items for the Good of the Order**

Mrs. Vander Woude asked if the state had contacted the district regarding “Self-Assessment”. Mrs. Duncan and Ms. Gill indicated that they have not received any information from NJDOE as of the meeting date.

\*Next Meetings: Thursday, November 21<sup>st</sup>, 9:15 AM

**Sincerely Submitted,**

**Chiung-yin Cheng Liu**