

## Special Services Committee Meeting Notes

Friday, April 5th, 2013, 11:00 AM

### Attending:

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

Administrators: Barbara Duncan, Meryl Gill, Mandie Peart

Guest: Fern Litwak

### **1. Review of Policy-- # 2363 and # 2468**

The Special Services committee reviewed two policy guides: #2363(Pupil Use of Privately-Owned Technology) and #2468 (Independent Educational Evaluation). The committee suggested reaching out to our interim Board Attorney, Mr. Gross, prior to further discussions at the Special Services Committee meetings.

### **2. Special Olympics Expo Update**

Ms. Litwak, Holmdel District Educational Consultant for Special Services Department and a member of the Special Olympic Expo planning committee, was invited to attend the Special Services Committee meeting. Ms. Litwak provided an update regarding the upcoming Special Olympic Expo event:

The plan is as follows:

- Event Date: Tuesday, June 4<sup>th</sup>, 9:30 a.m.-1:30 p.m.
- Location: Cross Farm Park
- Sponsorships: Special Olympics of New Jersey, Holmdel Township, community, organizations, businesses and individuals. A letter along with a list prepared by the Planning Committee will be mailed to local businesses and organizations to ask for donations.
- School Districts from Keansburg, Middletown, and Colts Neck have confirmed participation. As of the last meeting date, we anticipate 150 students to attend. The focus is for students who attend Adaptive Physical Education classes.
- This event is set for a fun-filled educational school field day for the participants.
- The main event will be a soccer clinic with five soccer-skill sub-stations, followed by a lunch period and a 20 minutes cool-down activity period.
- The participants will be grouped by age. Each group will have 10 or fewer children. Different colored T-shirts for each town and name tags for participants will be provided for easy identification.

- Mr. Randy Westrol, Supervisor of Athletics, Health and Physical Education, K-12, and Ms. Andrea Lopez, Satz/HHS teacher, are collaborating with the Department of Special Services.
- Soccer coaches and volunteers from Rutgers University, TCNJ, Monmouth University, and Rider University have confirmed their assistance.
- The members of Holmdel Township Committee have been invited to the event. Mrs. Duncan indicated she will contact Mayor Impreveduto and request a proclamation for the event.
- To generate the spirit of Unified Sports among students of all abilities, the HHS Best Buddies club, HHS Boys and Girls Soccer Teams will be invited to assist in the activities. Participation of different groups, i.e., Student Honor Guard and the HHS TV station was also suggested.
- Safety, security and help from the township, community and various groups in assisting the traffic, lunch period, set-up and clean-up was also discussed. Ms. Gill will bring these suggestions back to the event planning committee for further discussion.
- The Special Services committee suggested the Planning Committee should contact and provide information to local media and publications for their support.
- The Event Planning Committee will meet on April 24th.
- Ms. Gill will continue updating the status to the Special Services Committee at its scheduled meetings.

### ***3. Review of Contracted Special Services Service Providers***

The Special Services Committee reviewed the list of Contracted Service Providers to be approved for the 2013/2014 school year.

Mrs. Vander Woude referred to the discussion regarding one consultant's responsibilities at a previous Special Services Committee meeting. Members of the committee requested that those notes be provided for review and clarification at future meeting.

\*Next Meeting: Friday, May 17, 2013 at 11:00 AM.

**Sincerely Submitted,**

**Chiung-yin Cheng Liu**