

# GLASSBORO SCHOOL DISTRICT

## Monthly Board Items

Date Submitted: 5/26/26

Proposed Effective Date: 9/1/26

**Short description (title):** Informational CBI technical assistance grant

**Submitted by:**

Catherine Torbik

**Building:**

**Proposed cost/amount:**

**ESY:**

**Funded through:**  
District Funds

**Grade(s) impacted if any:**

**Board Action Requested:**

Thomas E. Bowe Middle School has been awarded a technical assistance grant for training in Community Based Instruction through the Boggs Center and NJDOE.

**Details and ramifications:**

The Community-Based Instruction (CBI) Project is a collaboration between The Boggs Center on Disability and Human Development and the New Jersey Department of Education's Office of Special Education. CBI is an evidence-based instructional practice that supports students with disabilities during the transition from school to adult life by promoting positive post-school outcomes in the areas of community living, postsecondary education, and careers. When the community (traditional or virtual) is utilized as a learning environment it provides practical, meaningful opportunities for students to develop skills in authentic experiences thus promoting greater independence, interdependence, and enhanced quality of life once reaching adulthood.

The CBI Project provides a variety of trainings for school personnel aimed at expanding quality implementation and sustainment of CBI across New Jersey. This is achieved through in-person and virtual workshops and community of practice events that address the acquisition, application, and generalization of skills utilized within careers, postsecondary education, and community, while aligning to the New Jersey Student Learning Standards and students' Individualized Education Program (IEP) goals.

**Positives:**

**Concerns:**

**Other Comments:**

FOR OFFICE USE ONLY:

Board Date: \_\_\_\_\_

Approved: Y or N

Index #: \_\_\_\_\_

## Community-Based Instruction (CBI) *26-27 Cohort Participation Agreement*

### What is CBI?

The Community-Based Instruction (CBI) project is a collaboration between the New Jersey Department of Education's Office of Special Education and The Boggs Center on Disability and Human Development at Rutgers University and is funded by IDEA Part B. CBI is an evidence-based practice that supports the successful transition from school to adult life and promotes full participation of students with disabilities in their communities. When the community is regularly used as a learning environment, it provides practical, meaningful opportunities for students to develop skills through authentic experiences, thereby promoting greater independence, interdependence, and a higher quality of life once they reach adulthood.

The CBI team collaborates with school teams to build capacity in CBI best practices, facilitate the development of customized action plans to establish and/or expand CBI implementation, and provide ongoing technical assistance to support sustainable, high-quality programming. CBI is a dynamic process that requires intensive planning and team collaboration from diverse professional roles.

### What is the *Foundations of CBI Series* training?

The Foundations of CBI Series is a 4-day training (20 hours) designed for school-based teams involved in the programming and implementation of community-based instruction for students with disabilities of all ages. Participants work collaboratively to learn about the principles and value of CBI as an instructional practice; how to plan meaningful lessons across community settings; how to use best-practice strategies to support skill acquisition, application, and retention; and how to coordinate logistics that sustain high-quality CBI programming.

For the 2026-2027 cohort, the series will be delivered in a **regional, in-person format**, typically one training day per month at designated host sites. This approach allows cohort teams to connect with peers across districts, share ideas and problem-solve together, and build a statewide network of educators committed to strong, sustainable CBI practices. We will share confirmed training site details, including schedules, parking, and lunch options, with cohort teams as soon as host locations and dates are finalized.

### In addition to the *Foundations of CBI Series* training, what technical assistance can cohort schools receive?

Upon the district's request, the CBI Team can use a variety of formats (e.g., email, virtual meetings, telephone, onsite visits, observations, professional learning opportunities) to support the quality

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implementation and expansion of CBI practices aligned with cohorts' completed CBI Action Plans. These options may include:

- Consultation and CBI project overview with district/building leadership team.
- Planning and logistics with CBI team administrators for student and staff scheduling/coordination.
- Observation and feedback on CBI lessons for teachers.
- Support for teachers with lesson planning, evaluation, and documentation for CBI.
- Planning and consultation with community liaison to strengthen and enhance community partnerships.
- Exploration of options for embedding CBI into general education curricula and CBI to support transition-related curricula.
- Review and evaluation of CBI-related data and CBI Action Plans to assist teams in prioritizing steps for continued growth.

**By signing this agreement, you agree to the following cohort commitments:**

1. Participation of the designated CBI Team in the Foundations of CBI Series in person at a regional training site between September 2026 and February 2027 (specific dates to follow).
2. Allocation of appropriate PD time for all members of the designated CBI team to complete the 4-day series in person at the designated regional training site.
3. Completion of all required team activities and development, submission, and implementation of the CBI Action Plan.
4. Scheduling of **at least two** technical assistance sessions annually to support CBI implementation, evaluate progress, and update CBI Action Plans (including one CBI observation annually AND one CBI action planning/progress meeting with leadership annually).
5. Allocation of sufficient resources to support sustained and meaningful CBI practices, including CBI programming funds, personnel, and transportation.
6. Director of special services attends a one-hour virtual overview and participates in a follow-up meeting with the trainer to discuss CBI action plans and steps to ensure implementation of CBI.
7. Participation in the CBI Showcase as a presenting project two or three years following initial cohort training to share progress with the CBI community.
8. Collaboration with the CBI team for initial and ongoing data gathering, monitoring, and reporting regarding programming practices and outcomes.
9. Sharing of materials developed in partnership with the CBI project while maintaining student confidentiality requirements.

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A director of special services and the superintendent must complete and sign this section. Signing indicates administrative commitment to creating or expanding community-based instruction (CBI) programming in the district. The undersigned agrees that the district will implement all the project requirements listed in this agreement.

Director Name (Print): Catherine Torbik

Superintendent Name (Print): Al Lewis

District: Glassboro

Phone Number 856-652-2700 Email Address: ctorbik@gpsd.us

Director's Signature: *Catherine Torbik* Date: 5/6/26

Superintendent's Signature: *Al Lewis* Date: 5/4/26

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