

Supervisors of Instructional Support Services Report
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1. *Instructional Aide Evaluation:* We are in the process of updating the evaluation form used to assess the work performance of our instructional aides.
2. *Reassignment of Instructional Aides:* A substitute instructional aide was hired to fill the void created when Kathy Palloto took the cafeteria manager position. A shifting of the instructional aides took place within some labs to provide the best service to students.
3. *Intermediate Unit Survey:* ECTS educators participated in an on-line survey conducted by the Intermediate Unit to gather information on the current staff development needs of K-12 educators in the tri-county area. We were able to access an ECTS report that provided useful data for developing our in-service programs. A summary report has been posted under Supplemental Information.
4. *Proposed NRES Program:* We are inviting representatives from key organizations in our area to participate in a half-day workshop. Panelists will represent a variety of natural resources and environmental science occupations and will possess the following characteristics:
 - technical competence
 - full-time employment
 - good communication skills
 - cooperative team member skills
 - commitment for the half-day session

With the help of a trained facilitator, panel members will assist us with the first phase- identifying and sequencing major content areas for the program.