

Supervisors of Instructional Support Services Report

February 2008

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Curriculum Development

Our Committed to Excellence Grant for 2007-08 allows for payment of staff members for up to 40 hours of curriculum work. Upon approval of this month's motion, we will offer voluntary curriculum development sessions on Mondays and Thursdays after school, February through May.

Work will be individualized for each program's needs. Priorities will include:

1. Completing any "missing" areas of past curriculum development efforts
2. Program of Study Work: Aligning ECTS Duty and Task Lists with the Occupational Information Network (O*NET) and developing Career Pathways
3. Updating Program Guides and Course Syllabi
4. Identifying ECTS program math levels
5. Development of cross-training lessons that support collaboration between programs
6. National accreditation updating work

Special Education

Senior Transition Staffing - We have started the transition staffing for our seniors who have a disability. We will be meeting with our home school counselors and special education case managers along with the government agencies, such as the Erie County Care Management and Office of Vocational Rehabilitation. Jan and Pat hosted the Senior Transition Staffing on January 3, 25, and 28. These meetings were a follow-up to the 2006-2007 transition staffing where many of the initial referrals were made. We will again discuss the types of support that may be needed by these students after high school for postsecondary training or to help make them employable.

Literacy

Performance Literacy- On Friday January 18, 2008, Dr. Dan Perna presented to our instructors on how to apply the many tools and methods of Performance Literacy in their classrooms. The goal of this training was to help define the teacher's role in the literacy process and how they can help students in high school to be more efficient readers. The strategies involve activities that assist our students in learning how to simply make sense of what they read.

Dr Perna returned for three days on February 26, 27, and 28 to work individually with our instructors on making Procedural Literacy work in their classrooms. While in our building Dr. Perna met with our instructional staff to demonstrate first hand how to engage students in comprehending and processing the written technical material that they read.

Textbook Readability Levels- We have reviewed the textbooks used in all of our programs to determine the grade level at which they are written. This will be useful in identifying possible gaps between incoming students' reading abilities and the demands of the instructional materials used in their chosen career and technical program. Our findings may be reviewed in the documents posted under Supplemental Information.