

Supervisors of Instructional Support Services Report
September 2014
Jan Kennerknecht and Pat Holland

Program Accreditation/Certification

We have begun the process of the 5-year renewal of accreditation with the National Association for the Education of Young Children (NAEYC). We would like to thank Donna Erdman for completing the required family surveys of preschool parents and for her diligent work in preparing renewal materials. Teaching staff surveys, a program portfolio, classroom portfolios and observable criteria are due to NAEYC by September 30th. An on-site visit by a NAEYC evaluator will be scheduled in the next few months.

We have asked our Auto Tech instructors to submit evidence of 20 hours of technical updating for each of the past 5 years, as required by NATEF to maintain program certification. Once that is submitted we can continue with the self-study and on-site visit.

Special Education

IEP Profile Reviews- On September 17th and 18th, Pat and Jan met with every instructor and the instructional aides to review IEP accommodations for all of our students with special needs. By focusing on the needs of individual students, we were able to provide suggestions and pinpoint any small issues before they become larger problems. While the provision of accommodations is the responsibility of our instructors, our instructional aides continue to be instrumental in monitoring progress, providing support and alerting instructors to student needs.

NOCTI

Remle Moyak will soon be ordering NOCTI pre-tests for our seniors. They will take the online test in October and the results will guide instructors in planning lessons for improvement. NOCTI pretests are being provided free of charge this year by the Pennsylvania Department of Education.

Literacy

To complement the journal writing, we have implemented a weekly grammar bell-ringer. This is a short exercise that aims to remind and review for students things like sound sentence structure. To date we have worked on things like sentence fragments and sentence run-ons, subject/verb agreement, and homophones. Ultimately, we are hoping this daily journal writing and these grammar mini lessons will help students write more meaningful longer pieces for their portfolios, which they take out and show to potential employers.