

Supervisors of Instructional Support Services Report

February 2017

Sandy Carr and Patrick Holland

Curriculum Development

DACUM Workshop- a DACUM workshop was held for our Tourism & Hospitality Management program on Thursday, February 23rd.

ACFEF Certification - We received our official commission letter and certificate from the American Culinary Federation Education Foundation.

Curriculum Audits – Sandy Carr completed the curriculum audit meetings with the instructors. Scores will be integrated into the instructor's overall rating for the school year.

Curriculum Adjustments – Instructors are adjusting course hours for the 2017-2018 school year to accommodate the Business and Personal Math course for juniors and seniors. Instructors that have not yet set up a toggling schedule for Level II and Level III courses will be meeting weekly to make adjustments to their Scope and Sequence to allow for toggling.

Six Thinking Hats Training - Sandy attended this training on February 2 with Lisa Sorensen, Natalie Fatica, and Travis Woodburn. The Six Thinking Hats model will assist with project and meeting facilitation. It utilizes "parallel thinking tools" to gather information from team members.

Special Education

Erie County Junior Transition Staffing meetings are being held at ECTS in February for several of our districts. These meetings provide an opportunity for school district special education case managers and supervisors to discuss individual student progress and anticipated plans for our junior students with IEP's. Representatives from government agencies such as the Office of Vocational Rehabilitation and the Case Management Services will attend. Our goal is to identify those students who may require additional support through these agencies with continued training or employment after high school graduation.

Sandy and Pat have been meeting with the district Special Education staff who are the supervisors and case managers of the students with disabilities who have completed ECTS Applications for the 2017-18 school year. We are taking a proactive approach to work with students that may have additional needs to ensure we are placing the right student in the right program for the right reason. These meeting have been extremely productive.

Literacy

Our Automotive Technology instructors are again using the Essay Writing Template to help students structure longer essays using the “Process Approach to Writing.” The goal is to have students follow a specific process to organize their ideas and thoughts in a logical order. The students used this step-by-step process to write up their thoughts and observations from the 2017 Car Show that they attended this month at the Bay Front Convention Center.