

Supervisors of Instructional Support Services Report

December 2018

Sandra Carr and Patrick Holland

Curriculum Development

Articulation: Ohio Technical College has requested an articulation agreement with the Automotive Technologies program. This agreement will provide graduates from the Automotive Technologies program with “Advanced Recognition” status for continuing their ASE Certification at Ohio Technical College. We are requesting board approval for the attached agreement.

Textbook requests for the 2019-2020 school year have been submitted to the Business Manager.

The scope and sequence charts for all programs have been updated to reinstate the hours for the Personal Finance and Business Math courses. Instructors also suggested revisions to the “Programs At A Glance” document that is used for recruitment.

Instructors have submitted their NOCTI Improvement Plan Calendars. These plans are being reviewed and scored with a rubric to calculate each instructor’s performance in this area, using ratings of Distinguished, Proficient, Needs Improvement or Failing. The score will be integrated into the instructor’s overall rating for 2018-2019. Instructors that had a 2-year average NOCTI Score of 93% or above were exempt from creating an improvement plan.

Two applications for student certifications were submitted to PDE to be added to the approved list of industry-recognized credentials for Career and Technical Education programs. The first application was sent on behalf of the Graphic Communications program for the PrintEd certification. The other application was sent for recognizing the Food Safety Manager certification for the Health Assistant program. Both of these certifications are offered to our students but are not recognized in the PIMS reporting for student credentials. If the applications are approved, these credentials will be added to the approved list for recognition.

Sandy attended the Western Region PACTA meeting on Friday, December 7, 2018 at A.W. Beattie Career Center.

Observations

Pat and Sandy have assisted with the formal observations of our instructors. Both have witnessed some outstanding classroom practices.

Literacy... “Thinking in Writing”

Dr. Heather Moshetta, from the Allegheny IU is scheduled to return to ECTS to follow up on “The Collins Writing Approach” on December 18, 2018. During this time, we plan to have Dr. Moshetta review on the different ways that our instructors use the writing Collins approach, focusing on the different types of writing that are done in business and industry. She will be available to support any instructional staff member who would like to share with Dr. Moshetta what exciting things they are doing with writing as it applies to their trade area.

ECTS is once again enrolled in the Newspaper in Education (NIE) program. Instructors are able to use these newspapers in a variety of ways. Some use the newspapers to help students identify the main idea in a specific writing. Other instructors use articles that are trade-specific to their programs to identify trends and issues in the industry.

Special Education

Mid-term grade reports of students with disabilities have been sent out to the special education teachers, case managers and guidance counselors. Our instructional aides have played a big part in helping our students be successful in our environment.