

Supervisors of Instructional Support Services Report

February 2019

Sandy Carr and Patrick Holland

Curriculum Development

Curriculum Audits – Curriculum audits were conducted with the program instructors. As part of the audit, instructors were asked to review and revise the information that is listed in the Career and Technical Information System “CATS” program for program re-approval by PDE.

NOCTI Test Preparation – Sandy completed the mandatory NOCTI coordinator training. The instructors have identified NOCTI performance test evaluators for their programs. Informational packets will be sent to each evaluator to prepare them for the April 4 performance testing.

Instructor Observations

Pat and Sandy have conducted several formal instructor observations. The observation process includes a pre-meeting, observation, post-meeting and reflection review. We have observed some great lessons and appreciate the planning and preparation our instructors do to educate our students.

Special Education

Sandy and Pat have been meeting with the district Special Education supervisors and case managers of the students with disabilities who have completed ECTS Applications for the 2019-2020 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.

Literacy

This month, we were fortunate to have in our building two educational consultants from the PDE to help support our instructional staff on Reading and Writing Strategies in the Classroom. On February 11, 2019, Debra Cullen from the Sothern Regional Educational Board (SREB) visited ECTS to look at what our instructors are using to help improve their instruction with reading and writing strategies. Ms. Cullen was very complementary with what our staff is doing and how they are doing it. On Thursday, Dr. Heather Moschetta, our Collins Writing expert, was here as a follow-up to meet with our staff members on how they use writing as a means to explain different work processes or as a means to identify the depth of comprehension of the technical material they are using.