

Supervisors of Instructional Support Services Report

December 2020

Lesa Scalise and Sandy Carr

Curriculum Development

The staff continues to develop resources for remote learning. Staff members are creating videos and using Microsoft Teams for remote lessons. Several instructors are utilizing on-line textbooks through the Cengage Career Pathways platform.

Textbook requests and on-line subscriptions for the 2021-2022 school year were submitted to the Business Manager.

Articulation

The articulation agreement with Edinboro University of Pennsylvania has been renewed for the following programs: Auto Body Repair, Automotive Technology, Drafting & Design, Electrical Engineering, Facility Maintenance Technologies, Metal Fabrication, and Precision Machining. We were also able to add Construction Trades to this agreement. A motion is on the agenda to approve this agreement.

We are working with Mercyhurst University, Laurel Technical Institute, Pittsburgh Technical College, and IMBC to develop/renew agreements with our programs.

Accreditation

Due to the pandemic, we have submitted an application for an extension for the ASE (formerly NATEF) accreditation.

Audits

Lesa and Sandy prepared information for the Perkins Audit. Lesa and several of the Instructional Aides participated in an audit session on November 24, 2020. Lesa and Sandy have also been collecting and organizing information for the 339 Audit.

NOCTI

Instructors have submitted their NOCTI Improvement Plan Calendars. The plans are reviewed and scored with a rubric using ratings of distinguished, proficient, needs improvement or failing. The score is integrated into the instructor's overall rating for 2020-2021.

Seniors will utilize on-line NOCTI Study Guides and instructors are using this tool to prepare seniors for the April test.

Special Education

Mid-term grade reports of students with disabilities were sent 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 remote learning environment.