

**Supervisors of Instructional Support Services Report**  
**September 2022**  
**Sandy Carr and Lesa Scalise**

**Curriculum Development**

***Certifications*** – Instructors reviewed the list of PDE industry-recognized certifications and identified what is currently offered to students and also certifications that we can investigate. All programs will offer either the S/P2 Safety Certification or the OSHA-10 Hour Certification.

***CATS Information*** – We continue to enter program specific information into the new PDE CATS system. Our LEA information is approved and program re-approval information is required to be entered by December 30, 2022.

***NOCTI Planning*** – NOCTI pre-test information was provided to Todd Luke from MAX Teaching. He generated a variety of analysis reports that will help instructors target improvement areas on the NOCTI written exam.

***Articulation*** – We are communicating with post-secondary partners to renew and develop new articulation agreements for our program. Perkins V requires annual renewal on agreements.

***Textbooks/Workbooks/On-line Subscriptions*** – New textbooks and workbooks are in and student accounts created for on-line access to instructional resources.

**Special Education**

Sandy and Lesa are working on a schedule to meet with instructors to review the IEP's and 504 plans of their students. Our instructors and instructional aides have taken an active role in identifying the specific needs of students with disabilities. The instructional aides have been flexible with adjusting their schedules as additional student needs are identified. Sandy and Lesa have attended many parent meetings for new and returning students. Updated rosters and special education information is being prepared for the districts.