

Supervisors of Instructional Support Services Report

December 2022

Lesa Scalise and Sandy Carr

Curriculum Development

Textbook requests and instructional resources planned for the 2023-2024 school year were submitted to the Business Manager. Sandy participated in curriculum resource reviews with the instructors from Construction Trades, Facility Maintenance, and Metal Fabrication.

Articulation

We have a renewed articulation agreement with Douglas Education Center and our Cosmetology program. There is a motion for endorsement on the agenda.

We have also updated the articulation agreement for our Diversified Occupations major with Pennsylvania College of Technology. A motion for endorsement is on the agenda.

Mary Foulkrod and I met with the representative from Rosedale Technical College. We have new agreements for Metal Fabrication Technology, Facility Maintenance Technology, Electrical Engineering Technology, Automotive Technology, and Automotive Body Repair. A motion for endorsement is on the agenda.

NOCTI

Instructors completed a survey to reflect on NOCTI pre-test scores. We will work with instructors in utilizing the NOCTI teacher resource center and reviewing test data. Seniors will utilize on-line and paper NOCTI Study Guides and instructors are using these tools to prepare seniors for the April test.

Program Re-Approval

Sandy completed the transfer of information into the new CATS reporting system for Program Re-Approval. As of the date of this report, we are awaiting re-approval of four programs.

CTE-360

Sandy, Joe and Julie met with administrators from Crawford County Career Center to provide information regarding the use of the CTE-360 platform. Highlights included lesson planning, audit presentation, and student tracking of task progress and certifications.

Special Education

We sent mid-term grade reports of students with disabilities to the special education teachers, case managers and guidance counselors. Lesa and Sandy will follow-up with students that have grade and attendance concerns.