

Supervisors of Instructional Support Services Report

October 2023

Sandy Carr and Lesa Scalise

Curriculum Development

Textbooks and Resources - As we prepare the budget, Sandy is meeting with instructors to discuss curriculum resources and textbook options.

NOCTI - The majority of our seniors completed the NOCTI pre-test in the spring. Four students that are new to our programs completed the pre-NOCTI on October 18. Score reports will be shared with instructors along with NOCTI study guides to assist students in preparing for Spring testing.

Articulation – We are communicating with post-secondary partners to renew and develop new articulation agreements for our programs. Perkins V requires annual renewal on agreements. We have finalized a training agreement with Noe' Noonan for licensed students to begin advanced training for teacher certification hours.

Safety Certifications – Students in several programs are completing either the S/P2 training or OSHA-10 Safety training.

New Programs – We are gathering information and investigating options for new programs.

Special Education

Transition Center – Lesa has been assisting the substitute instructor and the instructional aides at the Transition Center. She has also reviewed resumes of potential candidates for the Transition Coordinator position.

Lesla Scalise, Julianne Valerio, and Kristin Weismiller participated in the *Western PA Service Occupation Instructor, Staff, & Professional Workshop* at Central Westmoreland CTC and Somerset County Technology Center on Monday, October 9th. This workshop, organized by IUP, was an opportunity to network and collaborate with others working in programs similar to the Transition Center.

IEP Reviews - Sandy and Lesa will met with instructors to review the IEP's and 504 plans of their students.

Instructional Aides - Lesa participated in interviews for Instructional Aides as we are looking to fill a position in the Transition Center.

Amanda Brown has taken on the role of substitute teacher in Automotive Technologies and is working alongside instructor Patrick Myers to provide all Auto tech students proper instruction as the search for a permanent instructor continues.

Eileen Rosa and Miles Morton continue to serve as subs in Computer Networking and the Transition Center, respectively.

Sending School Communications – We sent mid-quarter grades to the sending schools and are working with students with low grades and attendance concerns.

Lesa is meeting with the special education faculty at the sending districts to discuss the application process and special considerations for students with special needs interested in or already attending ECTS. Strengthening communication and understanding between schools increases support and success for students with IEP and 504 plans.