The duration of our courses for the new training year are a maximum of eleven (11) months and an average minimum of six (6) months. We have been able to determine through our previous experience that more sections in a vocational area could be scheduled without apparent loss of skills through more coordinated planning and concentrated instruction. The typical trainee in one of our programs spend eight (8) hours a day in shop training and aligned classroom instruction. Related basic education is provided to each trainee on an individual need basis determined through testing and instructor analysis. Most classes have a maximum enrollment of 20 to 25 trainees except for Landscape Gardeners and Hotel and Restaurant, Cooks which have a 15 trainee maximum. All courses are limited to one training group at one time with the exception of two training groups running concurrently in Landscape Gardener and three concurrent courses in Drafting, Production Machine Operator, and Welding. The majority of the courses are offered in the daytime hours between 7:00 A.M. and 5:00 P.M. but we do have evening classes in Baking, Drafting, Welding and Production Machine Operator. All of our training programs will be repeated at least once and some twice during our new project year.

All of the vocational areas were constructed from an initial state approved outline and each instructor has now completed a full curriculum guide for his respective course. Many important changes are reflected in these guides.

The vocational staff includes nineteen instructors who are all certifiable by the State Department of Vocational Education.

Basic education

The basic education unit of the Mahoning Valley Vocational School has these important goals as its major functions:

1. Supplementing the job preparation of a vocational trainee by strengthening or developing specific mathematical, reading and communicative skills.

2. Enhancing the individual through offering special services to assist in overcoming certain hearing and speech handicaps, enlightening and extending more advanced trainees, making trainees more aware of health and safety and its effects on the future, and eliminating or correcting a possible job handicap through instruction in driver education.

The basic education unit consists of instructional areas in reading, mathematics, programed learning and communications which require the services of fourteen (14) full time instructors. Five of these men are experienced and qualified reading instructors, five are qualified mathematics instructors and the communications and programed learning departments each include two experienced teachers in their ranks. In addition, the services of a secretary are included to aid the total instructional staff in the many clerical helps needed and two teacher technicians are used as instructional assistants and as possible future trained and knowledgeable instructors for the program.

The Reading Improvement Center at Mahoning Valley is geared to handle the multiplicity of reading-communicative problems arising in the course of training unemployed or disadvantaged youth. A program encompassing remedial, developmental as well as specialized or technical reading is incorporated in its curricu-

The following is a list of the five general objectives along with specific objectives to explain each. (Materials and tests are available in the Reading Improvement Center for the support of these major objectives.)

General

- 1. To test and diagnose reading problems which will lead to specific programs.
- Specific a. to test both generally and specifically for reading problems;
- b. to diagnose generally and specifically for reading problems; c. to determine generally and specifically what programs are necessary for these boys.

2. To develop reading skills capable of maintaining a position for which they have been vocationally trained.