

*Communications*

This area of the curriculum has been completely revised to include instruction in:

1. Job orientation.
2. Future educational opportunities beyond MVVS.
3. Personal development.
4. Employment possibilities.
5. Environmental changes.
6. Business communications.
7. Common sense finances.

*Special services*

Special services require a staff as follows:

1. One speech and hearing therapist.
2. Two health and safety instructors (now changed to Adult Living).
3. One driver education instructor.

*Speech and hearing.*—The purpose for including this service is obviously the fact that a speech or hearing defect can and often is a serious job handicap. Past experience has shown that this is enough of a problem in our regular enrollment that a full time specialist is needed and desirable.

*Adult living.*—This area, which was new to the curriculum two years ago, has shown its value and usefulness to Mahoning Valley Vocational School trainees. Classes allow discussion and training in personal development, the nature of man and his environment, personal health habits, improving the environment, the "facts of life," the results of poor health habits, general safety habits, community health services, first aid, safe driving practices, and material and child health.

*Driver education.*—This area of instruction was added for several reasons. First, the trainees we work with need to learn the proper and safe techniques of driving. Secondly, the inability to drive is in most cases a job handicap which was shown by the research-follow up study completed last year. Third, the graduation of students in any of our auto training areas who cannot drive is completely inexcusable.

Much of the direction in the educational program has come by the suggestion and with the assistance of our guidance department. Guidance assists the instructional program by suggesting areas of instructional need, acting as a sounding board for general educational tone with action feedback by the guidance direct to the basic education supervisor and department heads, developing cooperative testing procedures and individualized testing, counseling for psychologically sound teaching, preparing information on the composition and character of training groups, record keeping and many additional supportive services. It is felt that guidance must be involved in curriculum through assistance and by suggestion. The counselors must have a means of making recommendations concerning the classroom situations. Thus curriculum revision is put on a much sounder basis.

*Guidance services*

This program involves the "total child" concept. In order to assist the trainee in receiving maximum benefits from his training experiences, the guidance department is involved with his total environment while at the Mahoning Valley Vocational School. This program also coordinates the efforts of the Bureau of Vocational Rehabilitation, Health Department, Trainee Accounting, Residence and Guidance Services.

The guidance services include:

1. Orientation of new trainees--- Interviewing, group sessions and tours.
2. Standardized Testing----- Determine potential and level of educational development.
3. Psychological Services----- Special trainee studies and counseling.
4. Record Keeping----- Cumulative file of training record, test data and reports.
5. Evaluative Services----- Provide Ohio State Employment Service with record of skills attained.
6. Counseling Services----- Personal, social, training progress, supportive to residence and pre-employment (assisting the Ohio State Employment Staff).
7. Referral Services----- Bureau of Vocational Rehabilitation (on campus), agencies near school and home of trainees.