



## BUCKS COUNTY TECHNICAL HIGH SCHOOL

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*A campus of Bensalem, Bristol Borough, Bristol Township, Morrisville, Neshaminy & Pennsbury School Districts*

May 27, 2016

Dear <<NAME of CANDIDATE>>:

Congratulations on being one of the finalists for our **Child Development and Early Learning (CDEL)** teacher. This final interview will be with 6-7 people composed of administrators and OAC members and will take place on Thursday, June 2. The interview will last approximately 1 hour and it will be in the same room as the first interview. Besides doing a mini-lesson (see below) and answering questions, please bring your questions with you.

For the interview, please prepare the following:

1. Using the attached letterhead, please write a letter welcoming your new 10<sup>th</sup> and 11<sup>th</sup> grade students and their parents to the new program. Assume your letter will be sent this summer and serve as an introduction to the class and you. Please include whatever you feel is important in the letter. Please send it to Karen Moyer electronically ([kmoyer@bcths.com](mailto:kmoyer@bcths.com)) so the interview team can preview it before Thursday's interview.
2. Plan to give a 15-minute lesson on teaching your new high school students how to prepare for Task #909 on the CDEL Task List, "Prepare, present and evaluate math activities." As we discussed in the first interview, the Task List is the competencies your students should obtain over the course of the CDEL program. Remember that you are teaching high school students, who, in turn, will do some activity after your lesson to demonstrate *their* knowledge/proficiency/mastery of this task. You will have access to a Mac laptop and large screen TV or you may bring your own laptop if you wish. In addition, you may have handouts and/or copies of anything -- if you wish.
3. Attached is a scaled layout of the room. Consider how to design the room for this new program. What items (e.g., chairs, tables, stations, etc.) will be necessary for the fall?

I have also attached an overview of the program and the OAC-approved Task List.

If you have any questions regarding these requests or the format of the day, please contact Karen Moyer or me.

Once again, congratulations and I look forward to seeing you on Thursday, June 2. Good luck!

Sincerely,

Leon Poeske, Ed.D.  
Administrative Director

C: Interview Team