

MEMORANDUM

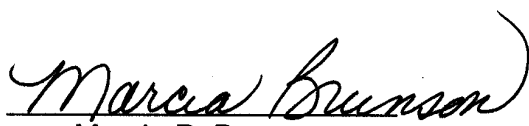
To: Board of Regents
From: Board Office
Subject: Proposed Revisions to the Sign Communication Proficiency Interview Levels
Date: June 10, 2002

Recommended Action:

Approve the proposed revisions to the Sign Communication Proficiency Interview (SCPI) Levels as outlined below.

Executive Summary:

- Initial approval
- The Board of Regents first approved the Sign Communication Proficiency Interview (SCPI) in February 1989.
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- Requirements
- The policy requires sign language competency related to job assignments for all positions at the Iowa School for the Deaf.
 - The policy further requires that all staff would be interviewed and evaluated once every five years.
 - Evaluations are conducted by a committee consisting of ISD faculty and administration as well as a qualified person from outside the institution.
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- Proposed revisions
- ISD is proposing to add a SCPI level requirement for the new position of Recreation Utilization Coordination of Intermediate.
 - In addition due to a realignment of responsibilities, the SCPI level of the Foundation Director will be changed from Intermediate to Survival Plus.
 - The revised policy is attached.
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Marcia R. Brunson

Approved: 

Gregory S. Nichols

**IOWA SCHOOL FOR THE DEAF
SIGN COMMUNICATION PROFICIENCY INTERVIEW
RATING SCALE**

RATINGS	FUNCTIONAL DESCRIPTORS
Superior Plus (10)	Able to have a fully shared and natural conversation, with in-depth elaboration for both social and work topics. All aspects are native-like.
Superior (9)	Able to have a fully shared conversation, with in-depth elaboration for both social and work topics. Very broad sign language vocabulary, near native-like production and fluency, excellent use of sign language grammatical features, and excellent comprehension for normal signing rate.
Advanced Plus (8)	Exhibits some superior level skills, but not all and not consistently.
Advanced (7)	Able to have a shared conversation with good, spontaneous elaboration for both social and work topics. Broad sign language, vocabulary knowledge and clear, accurate production of signs and fingerspelling at a normal/near-normal rate; occasional misproductions do not detract from conversational flow. Good use of many sign language grammatical features and comprehension good for normal signing rate.
Intermediate Plus (6)	Exhibits some advanced level skills, but not all and not consistently.
Intermediate (5)	Able to discuss with some confidence routine social and work topics within a conversational format with some elaboration; generally 3-to-5 sentences. Good knowledge and control of everyday/basic sign language vocabulary (may have several sign misproductions), with fluency generally characterized by moderate signing pace and some inappropriate pauses/hesitations. Demonstrates use of some sign language grammatical features in connected discourse, but not controlled. Fairly good comprehension for a moderate-to-normal signing rate; a few repetitions and rephrasing of questions may be needed.
Survival Plus (4)	Exhibits some intermediate level skills, but not all and not consistently.
Survival (3)	Able to discuss basic social and work topics with responses generally 1-to-3 sentences in length. Some knowledge of basic sign language vocabulary with many sign vocabulary errors. Slow-to-moderate signing rate with (some) inappropriate pausing. Basic use of a few sign language grammatical features. Fair comprehension for signing produced at a slow-to-moderate rate with some repetition and rephrasing.
Novice Plus (2)	Exhibits some survival level skills, but not all and not consistently.
Novice (1)	Able to provide single sign and some short phrase/sentence responses to basic questions signed at a slow-to-moderate rate with frequent repetition and rephrasing. Vocabulary primarily related to everyday work and/or social areas such as basic work-related signs, family members, basic objects, colors, numbers, names of weekdays, and time. Production and fluency characterized by many sign production errors and by a slow rate with frequent inappropriate pauses/hesitations.
No Functional Skills (0)	(May be) Able to provide a short single sign and "primarily" fingerspelled responses to some basic questions signed at a slow rate with extensive repetition and rephrasing.

Adapted from US Foreign Service Institute & ACTFL LPI Rating Scales by William Newell & Frank Caccamise
December 1997 (revised edition).

SIGN COMMUNICATION PROFICIENCY LEVEL REQUIREMENTS

POSITIONS	AT HIRE/PREFERRED	<i>MINIMUM LEVELS</i>
ISD OFFICERS		
Assistant Superintendent	Intermediate Plus	<i>Advanced</i>
Director of Business Operation	No Requirement	<i>Survival</i>
Director of Facilities	No Requirement	<i>Survival</i>
Director of Student Life	Intermediate Plus	<i>Advanced</i>
Superintendent	Intermediate Plus	<i>Advanced</i>
ACADEMIC SUPPORT STAFF		
Deaf Resource Coordinator	Advanced	<i>Advanced Plus</i>
Guidance/School Counselor	Intermediate	<i>Intermediate</i>
Instructional/Technology Director	No Requirement	<i>Intermediate</i>
Librarian	Survival Plus	<i>Intermediate</i>
Principal	Intermediate Plus	<i>Advanced</i>
SCPI Coordinator	Advanced	<i>Advanced Plus</i>
Sign Language Program Coordinator	Advanced	<i>Advanced Plus</i>
Speech/Language Pathologist	Survival Plus	<i>Intermediate</i>
Statewide Consultant	Survival Plus	<i>Intermediate</i>
INSTRUCTIONAL STAFF		
Teacher	Intermediate	<i>Intermediate</i>
ISD PROFESSIONAL & SCIENTIFIC (P&S)		
ACADEMIC SUPPORT STAFF		
Communication Specialist	Advanced	<i>Advanced Plus</i>
Instructional/Technology Specialist	No Requirement	<i>Survival</i>
Outreach Coordinator	No Requirement	<i>Intermediate</i>
ISD Foundation Director	Intermediate	<i>Survival Plus</i>
Recreation Utilization Coordinator	No Requirement	<i>Intermediate</i>
INSTITUTIONAL SUPPORT STAFF		
Administrative Assistant	No Requirement	<i>Survival</i>
Director of Human Resources	No Requirement	<i>Intermediate</i>
STUDENT SERVICES STAFF		
Head Registered Nurse	No Requirement	<i>Intermediate</i>
Registered Nurse	No Requirement	<i>Intermediate</i>
Residential Counselor (RC)	Intermediate	<i>Intermediate</i>

Residential Dean	Intermediate Plus	<i>Advanced</i>
Social Worker	Intermediate Plus	<i>Intermediate</i>
ISD MERIT EMPLOYEES		
ACADEMIC SUPPORT STAFF		
Secretary I, II, III, IV	No Requirement	<i>Survival</i>
School Assistant/Teacher Aide	Survival Plus	<i>Intermediate</i>
INSTITUTIONAL SUPPORT STAFF		
Account Specialist	No Requirement	<i>Survival</i>
Secretary I, II, III, IV	No Requirement	<i>Survival</i>
Storekeeper	No Requirement	<i>Survival</i>
PHYSICAL PLANT STAFF		
Custodial Service Supervisor	No Requirement	<i>Survival</i>
Custodian I, II	No Requirement	<i>Novice Plus</i>
Facilities Mechanic I, II, III	No Requirement	<i>Novice Plus</i>
Fire/Utility Worker	No Requirement	<i>Novice Plus</i>
Groundskeeper I, II	No Requirement	<i>Novice Plus</i>
Repairer	No Requirement	<i>Novice Plus</i>
Secretary I, II, III, IV	No Requirement	<i>Survival</i>
STUDENT SERVICES STAFF		
Bus Driver	No Requirement	<i>Survival</i>
Cook I, II	No Requirement	<i>Novice Plus</i>
Food Services Supervisor	No Requirement	<i>Survival</i>
Foodworker I, II	No Requirement	<i>Novice Plus</i>
Houseparent I	Survival	<i>Survival Plus</i>
Houseparent II	Survival Plus	<i>Intermediate</i>
Secretary I, II, III, IV	No Requirement	<i>Survival</i>

Revised 2002