

# APPENDICES

Instruction

6151(a)

Regional Occupational Program Mission, Goals, and Objectives

Mission

The Contra Costa Regional Occupational Program (ROP) is an integral part of the public education system in Contra Costa County. The mission of the ROP is to provide; high quality vocational and technical job training opportunities to a large number of the population than can be provided adequately, efficiently and economically by a single school or a district. Additionally, vocational skill training is provided for residents to meet the human resource demand of local businesses.

Goals

In order to achieve the above mission, the Board of Education adopts the following goals:

To operate in accordance with Sections 52300 52323 of the Education Code of California; Title V of the California Administrative Code, Sections 11501 11511; and the California State Plan for Vocational Education.

To establish and maintain curriculum with the advice and cooperation of a representative advisory committee consisting of business, labor, high education and other appropriate organizations.

To train for occupations to the point of developing marketable skills, abilities, understanding attitudes and work habits sufficient to enable the trainee to secure and hold an entry level job in that occupation or to prepare the trainee for advanced vocational education programs.

To directly relate ROP classes to existing or anticipated employment opportunities, where there is a reasonable expectation of employment at the completion of training.

To maintain vocational guidance including effective selection, placement, and follow-up of students.

To make sure that instructional personnel possess adequate professional qualifications for teaching and are occupational competent in the subject area of instruction.

To provide a clear audit trail of all income and expenditures by program, of all agreements and contracts, of enrollment, and other statistical information pertaining to fiscal and instructional accountability.

To maintain state-of-the-art equipment in classes which reflect the rapid technological changes.

## Regional Occupational Program Mission, Goals, and Objectives (Continued)

### Objectives

In order to reach the above goals, the following objectives are a part and parcel of the Regional occupational Program:

Promote planning among all the schools and manpower agencies in the county area in order to improve opportunities for effective career training.

Provide ROP courses to all county and surrounding area residents who desire and can profit by taking the classes.

Provide resources to the districts where necessary to make the planning and staffing of the ROP courses more effective.

Facilitate student transportation when appropriate to extend career education opportunities to all areas participating.

Provide onsite educational experiences in selected areas of career preparation.

Improve guidance services so that all students are aware of the realities of the world of work, the need to prepare for a career, and about the variety of opportunities available to them. One of the outcomes of the guidance program should be improved recruitment practice of students entering career training programs.

Facilitate advanced placement of high school students into Contra Costa Community College District vocational education programs.

Improve articulation in the following areas: (a) high school community college; (b) grammar school high school; (c) community college and high school adult education; (d) school programs manpower agencies; to avoid duplication of training, facilities, equipment and to promote smooth matriculation from one school to the next.

Provide inservice training to counselors and teachers because will prepared career education personnel are a must for an effective ROP Program.

Provide communication so that adequate information is available to all lack of public understanding is a deterrent to running an efficient and effective unit.

Make effective use of business advisory committees in planning and operating all ROP programs.

Develop an evaluation plan which will show whether the individually accepted objective and goals have been achieved.

Provide an annual report to the County Board of Education on the progress toward attainment of ROP's goals and objectives.

Policy adopted: March 25, 1987