

**Executive Summary School Accountability Report Card, 2007-08
Published During 2008-09**

For Contra Costa County ROP

Address: 77 Santa Barbara Rd., Pleasant Hill, CA 94523

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Director: Marie McClaskey

Grade Span: 11-12

This executive summary of the School Accountability Report Card (SARC) is intended to provide parents and community members with a quick snapshot of school accountability. The data presented in this report are reported for the 2007-08 school year. For additional information about the school, parents and community members should review the entire SARC or contact the school principal or the district office.

About This Program

The Contra Costa County ROP offers state-of-the-art educational programs that prepare students for challenging careers and higher education. ROP classes are offered to high school juniors and seniors at all 28 comprehensive high schools in Contra Costa County and four high schools in Alameda County. The ROP program offers over 60 rigorous, standards-based courses, including 34 UC-approved "a-g" college prep courses. Last year, more than 12,000 students were served by the Contra Costa County ROP program.

Student Enrollment—High School

Group	Enrollment
Number of high school students	12,013
African American	9 %
American Indian or Alaska Native	1 %
Asian & Filipino	14 %
Hispanic or Latino	19 %
Pacific Islander	1 %
White (not Hispanic)	45 %
Multiple or No Response	11 %
Socioeconomically Disadvantaged	<1 %
English Learners	3 %
Students with Disabilities	5 %

School Accountability Report Card Reported for School Year 2007-08 *Published During 2008-09*

The School Accountability Report Card (SARC), which is required by law to be published annually, contains information about the condition and performance of each California public school. More information about SARC requirements is available on the SARC Web page at <http://www.cde.ca.gov/ta/ac/sa/>. For additional information about the school, parents and community members should contact the school principal or the district office.

I. About This Program

[Contact Information \(School Year 2008-09\)](#)

School		District	
Program Name	Contra Costa County ROP	District Name	Contra Costa County Office of Education
Street	77 Santa Barbara Rd.	Phone Number	(925) 942-3388
City, State, Zip	Pleasant Hill, CA 94523	Web Site	www.cocoschools.org
Phone Number	(925) 942-3448	Superintendent	Joseph A. Ovick, Ed.D.
Director	Marie McClaskey		
E-mail Address	mmclaskey@cccocoe.k12.ca.us	CDS Code	07-74344

[Program Description and Mission Statement \(School Year 2007-08\)](#)

ROP delivers state-of-the-art educational programs and services to high school students, to prepare them for challenging careers, higher education and lifelong learning.

During the 2007-2008 school year, the Contra Costa County ROP provided career preparation programs and services to over 12,000 high school students. ROP courses are taught in all 28 comprehensive high schools in Contra Costa County as well as four high schools in Alameda County. Through partnerships with local school districts, state and local government, community organizations, business, and industry, ROP provides programs in a wide array of current and emerging career fields. In addition to the academic instruction provided, students benefit from the business and industry experiences ROP teachers bring into the classroom. Furthermore, ROP programs provide an opportunity for students to analyze their own skills and interests in relation to current and future career paths. With this knowledge students become self-directed, career-focused learners.

[Opportunities for Parental Involvement \(School Year 2007-08\)](#)

Parents are invited by ROP teachers to participate in curriculum Advisory Committee meetings, which are held annually in the fall. Additionally, all ROP teachers participate in the Back-To-School and Open House events at their high schools. These events provide an opportunity for parents to become involved. Parents are also included on the Focus Groups, which conduct the Self-Study for our accreditation by the Western Association of Schools and Colleges (WASC).

II. School Climate

[School Safety Plan \(School Year 2007-08\)](#)

ROP teachers participate in the development of their high school's safety plan and follow the procedures as outlined. ROP adult teachers and administrative staff annually update a Safety Plan, which is located in their classrooms and is on file in the County ROP administrative office. The elements in the Safety Plan are:

- A staff emergency "phone tree", protocol for emergency contacts
- Emergency teams and duties
- Staff development and minimum day schedules
- Safety Committee and Leadership Team composition and members
- Discrimination and harassment policies and procedure for staff and students
- Hate crime reporting procedures
- Procedures for safe ingress and egress of pupils, parents and school employees to and from school
- Uniform complaint procedures for parents
- Vandalism reporting forms and procedures
- Child- abuse laws and reporting forms and procedures
- "Safe School" initiative information and mission statement
- Safety inspection classroom checklist
- List of disaster/first aid supplies in classrooms

III. School Facilities

The Contra Costa County ROP offers courses at the following locations:

- Acalanes High, Lafayette
- Albany High, Albany
- Alhambra High, Martinez
- Alvarado Adult Campus, Richmond
- Antioch High, Antioch
- Berkeley High, Berkeley
- California High, San Ramon
- Campolindo High, Moraga
- Clayton Valley high, Concord
- College Park High, Pleasant Hill
- Concord High, Concord
- DeAnza High, Richmond
- Deer Valley high, Antioch
- Dougherty Valley High, Danville
- El Cerrito High, El Cerrito
- Emery Secondary School, Emeryville
- Freedom High, Oakley
- Hercules High, Hercules
- Heritage High, Brentwood
- John Swett High, Crockett
- Kennedy High, Richmond
- Las Lomas High, Walnut Creek
- Liberty High, Brentwood
- Marchus School, Concord
- Miramonte High, Orinda
- Monte Vista High, Danville
- Mt. Diablo High, Concord
- Northgate High, Walnut Creek
- Piedmont High, Piedmont
- Pinole Valley High, Pinole
- Pittsburg High, Pittsburg
- Pleasant Hill Training Center, Pleasant Hill
- Prospects High, Antioch
- Richmond high, Richmond
- San Ramon Valley High, Danville
- Ygnacio Valley High, Concord

IV. Teachers

Teacher Credentials

For the 2007-08 school year, all 214 ROP teachers were assigned within the area of their credential authorizations. In addition to being credentialed by the State Commission on Teacher Credentialing, all ROP teachers are required to have extensive industry experience in the field they are teaching. It is challenging to find teachers who also have the industry experience required for ROP, especially in emerging career fields.

V. Support Staff

Academic Counselors and Other Support Staff (School Year 2007-08)

In addition to staff positions, the Contra Costa County ROP uses partnerships and grants to provide additional services to students, such as youth connections to One Stop Centers, Carl Perkins funding, Tech Prep, CalWORKs, Department of Rehabilitation, the Chevron grant for science classes and career guidance support, and internships provided by business mentors. During the summer, two health agencies, one governmental agency, and local automotive dealerships partnered with ROP to provide summer internships and guidance to nearly 70 Contra Costa County youth. ROP also works closely with the district high school counselors and career center staff to provide counseling, guidance and other support services. ROP participates in career fairs that are held at high school and adult locations across the county throughout the year. Job search workshops are offered in resume writing, job applications, and interviewing techniques.

In addition to the general support services provided, ROP teachers are members of the team that supports each special needs student. When necessary, the teacher may modify instruction to ensure student needs are met.

The following support services are provided for students:

- Bilingual support staff
- Youth connections to One Stop Centers
- Career Guidance Liaisons provide student services in each of the four service regions
- Classroom instructional technology support
- Business representatives serving as mentors

VI. Curriculum and Instructional Materials

Instructional Program:

The Contra Costa County ROP is fully accredited by the Western Association of Schools and Colleges (WASC). All courses are approved by the Contra Costa County Board of Education and the California Department of Education. All courses are developed using appropriate State Frameworks, including State Academic Standards and Career Technical Education Standards, as well as Industry Standards. Courses are reviewed annually by Industry Advisory Committees to ensure the inclusion of curricular rigor, relevance, current information, and state-of-the-art technology.

The regional structure of the ROP administrative team provides a regular ROP presence in all 28 Contra Costa County high schools as well as four high schools in Alameda County. Student Program Principals provide regular communication, planning and coordination between high school principals, vice-principals and counselors. In addition, ROP administrative and support staff are in the schools daily providing support to teachers and students.

Our goal of providing quality career training to all students is defined by our Expected School-wide Learning Results (ESLRs): *Communication, Job Skills, Critical Thinking, and Teamwork*. Preparing students to succeed in the workplace is an essential component of our purpose. In addition to the technical skills that are a prominent part of our curricula, we make every effort to ensure that every ROP student leaves class with the employability skills that industry representatives deem critical. We know that these skills—communication, ethical behavior, critical thinking, and working productively both as part of a team and independently—will serve as a strong basis for lifelong learning. Whether they enter the workplace or continue on to higher education, ROP students will be more productive and better prepared for success.

Instruction

Student Program Principals and ROP support staff visit teachers in their classrooms on a regular basis to observe instruction, demonstrate their support, and to discuss educational issues. The ROP leadership strives to encourage commitment, participation and shared accountability for student learning. Evaluation of all ROP courses offered is ongoing to ensure that they reflect our purpose, engage students in learning, and are responsive to the needs of the community.

Curricula

The Contra Costa County ROP offers 60 rigorous, standards-based curricula, including 34 courses that meet the UC “a-g” requirements. See the following section for a list of curricula.

Quality, Currency, and Availability of Textbooks and Instructional Materials

Programs are evaluated yearly to maintain current instructional supplies and equipment. During the 2007-08 school year, the Contra Costa County ROP expended \$653,903 for books and instructional supplies and \$ 438,337 for instructional equipment.

VII. School Completion and Postsecondary Preparation

Career Technical Education Programs (School Year 2007-08)

The Contra Costa County ROP offers the following courses:

- Accounting
- Advanced Architectural Design
- Advanced Communication Media
- Advanced Computer Programming
- Advanced Digital Photography
- Advanced Journalism
- Advanced Photography
- Analytical Forensic Science
- Architectural Design
- Advanced Sports Medicine
- Art and Animation
- Art of Video Production
- Automotive Technician
- Biological Sciences Lab Research
- Biotechnology
- Cabinetmaking
- CAD (computer Assisted Design)
- Careers in Teaching
- Careers with Children
- Commercial Art
- Community Service
- Computer Applications
- Computer Graphic Arts
- Computer Programming
- Computer Systems Maintenance and Management
- Construction Technology
- Cosmetology
- Creative Writing
- Culinary Arts and Restaurant Careers
- Developmental Psychology of Children
- Digital Arts/Designs for the Web
- Digital Photography
- Digital Recording Studio
- Desktop Publishing
- Electrical Engineering
- Environmental Science AP
- Exploratory Applied Design
- Fashion Design
- Fire Science Careers
- Hospital Health Careers
- Introduction to Business Economics
- Introduction to Engineering
- Introduction to Law
- Journalism
- Law Enforcement Careers
- Marketing and Merchandising
- Medical Assistant (Clinical)
- Medical Administrative Assistant
- Multimedia
- Music Theory AP
- Photography
- Play Production
- Principles of Engineering
- Process Plant Operator
- Radio Broadcasting
- Robotics Engineering Technology
- Sports Medicine
- TV/Video Broadcasting
- Veterinary Science
- Web Design

Courses for University of California and/or California State University Admission

The Contra Costa County ROP offers 34 courses meeting the University of California's "a-g" entrance requirements:

ROP courses that meet the "d—Laboratory Science" requirement:

- Biotechnology
- Environmental Science AP

ROP courses that meet the "f—Visual and Performing Arts" requirement

- Adv. Architectural Design
- Adv. Communication Media
- Adv. Digital Photography
- Adv. Photography
- Architectural Design
- Art and Animation
- Art of Video Production
- Computer Graphic Arts
- Digital Arts/Designs for the Web
- Digital Photography
- Exploratory Applied Design
- Multimedia
- Music Theory AP
- Photography
- Play Production

ROP Courses that meet the "g—Elective" requirement

- Adv. Computer Programming
- Adv. Journalism
- Analytical Forensic Science
- Biological Sciences Lab Research
- Community Service: A Sociological Perspective
- Computer Programming
- Creative Writing
- Developmental Psychology of Children
- Electrical Engineering
- Introduction to Business Economics
- Introduction to Engineering
- Introduction to Law
- Journalism
- Principles of Engineering
- Robotics Engineering Technology
- Sports Medicine
- Veterinary Science

Articulation

Articulation with Community Colleges: College credit or advanced placement may be earned by students taking selected ROP courses and matriculating to one of the following community colleges:

Diablo Valley College

- Multimedia

Las Positas

- Careers with Children

Los Medanos College

- Advanced Auto Technology
- Careers with Children
- Careers in Education

College of Alameda

- Auto Technology

Vista College

- Graphic Design
- Photography
- Video Production

Degree to which students are prepared to enter workforce

ROP programs fully prepare students to enter careers ranging across fifteen career fields, including agriculture, arts, construction, education, energy, engineering, fashion, finance, health, hospitality, information technology, manufacturing, marketing, public services, and transportation. Industry-trained ROP teachers who are able to focus instruction on the skills and knowledge essential to emerging career areas prepare students for these career fields. Their extensive background in industry enables teachers to provide in-depth content instruction and support the ROP Expected School-wide Learning Results (ESLRs) related to oral and written communication, critical and creative thinking, working collaboratively in teams, and demonstrating effective job skills. The business community strongly supports ROP and works collaboratively with ROP teachers and students by providing opportunities for job shadowing, mentoring, and internships.

VIII. Instructional Planning and Scheduling

Professional Development

The Contra Costa County ROP provides funding for teachers to attend subject matter conferences and trainings. All ROP teachers are encouraged to attend professional development activities annually in order to ensure the highest quality classroom instruction. ROP teachers are given release time and assistance to rewrite curriculum to align with statewide guidelines as well as to coordinate the curriculum with local businesses. Meetings are facilitated to allow career cluster teachers to share instructional practices and further develop curriculum.

Several courses are articulated with corresponding community college programs so students can enter higher-level post-secondary courses. More than half of our courses also meet the “a-g” college prep requirements for the University of California.

Support staff attends departmental and agency staff development activities as well as relevant training provided by other agencies. Administrators annually attend statewide meetings and professional development conferences. ROP administrators provide leadership and direction in professional organizations and community partnerships.