

C. Support for Student Personal and Academic Growth

C1. Student Connectedness Criterion

- a) To what extent are students connected to a system of support services, activities and opportunities at the school and within the community that provide support for the achievement of program standards, including expected learning results for students?**

The EAROC/P consists of a career technical educational learning community that offers positive and strong student connections through a collaborative system of support services, opportunities and activities, at student's high schools and at ROP Center. This supportive and collaborative influence within our community, allows all students to connect, regardless of race, ethnicity, socioeconomic level, physical or emotional disabilities, and gender. Our students have access to a variety of services, activities and opportunities by way of the administration, teachers, high school counselors and career technicians, as well as members of our advisory committees' and other members of the community. Additionally, students are provided with opportunities to have real life work experience through community classroom and/or cooperative vocational education. The system wide support services continue to enhance student marketability and professionalism for the future.

The student enrollment for Eden Area ROP in 2007-2008 was ninety one percent secondary and eight percent adult. The system for support services is similar for each of these populations. High school students have access to traditional guidance and pupil personnel services at each comprehensive high school site. High school and adult students at the EAROP Center have access to a referral directory for human services from "The Big Blue Book" designed and published by Alameda County, as well as local community services. Several years ago EAROC/P decided to support Career Center Technicians or "Career Techs" in each of the four supporting districts. The Career Techs provide support by presenting a wide variety of career information and assessment materials to students and staff. They are a very valuable resource that helps to bridge the gap between the EAROP Center and the high school programs. In addition, the Career Techs provide a strong liaison role with their individual school.

The EAROC/P instructors play a major role in connecting students to appropriate support services that enhance classroom learning opportunities from our on line, Skill Tutor program, in the STAR Center computer lab, through real work experience in the community classroom and cooperative vocational education. Along with field trips, classroom guest speakers, setting up internships and student-run enterprises, most instructors spend time outside the

classroom working with students on special projects, as well as student organizations such as DECA and Skills USA. Seventy-eight percent of EAROC/P staff believes that community resources are used to support student learning.

Each fall, EAROC/P hosts a Principal's Breakfast to collaborate with all high school principals. We also host a Counselor's Luncheon that brings counselors together with instructors, students, site administrators and industry leaders to discuss and highlight class offerings for Industrial Technology, Health Services and Business Marketing Programs. Students offer testimonials on the value of the programs from their perspectives.

EAROP, off-site instructors attend school site staff meetings, if appropriate, to ensure that they are current with relevant information that is necessary for the support of their students. The EAROC/P administrative staff also communicates regularly with the instructors, informing them of appropriate community resources or human services from "The Big Blue Book", which would support their student's social or emotional needs. Ninety-five percent of EAROC/P staff believes that adequate student support services are available to EAROC/P students.

Following the last WASC Self-Study, EAROC/P continues to build a positive working relationship with Chabot College. Staff members from Chabot's Department of Instruction, Career Education and Economic Development, along with the EAROC/P administration have worked closely to design a process to streamline student access to services at Chabot College. EAROC/P Career Techs use this information when counseling students and have found it to be very beneficial in guiding students to appropriate classes, resources and services. Career and College workshops are held annually at the EAROP Center where students learn about requirements for attaining entrance to college and career placement. Eighty-six percent of EAROC/P students plan to continue their education after graduating from High School.

Programs assess students on an individual bases to ensure student success. Each assessment is personalized, with new students meeting one-on-one or in small groups with teachers, administrators or support staff. EAROC/P has a registration process that provides information for students on curriculum, school routines and career opportunities. Our Work Ability grant supports the collaboration of numerous agencies to assure that student placement is correct and needed support services are in place for 12.4% of our student population with learning disabilities and 3.6% with physical disabilities. English Second Language (ESL) students are assessed by individual teachers during registration and are afforded individual support with teachers and instructional assistants. EAROC/P instructors have attended CLAD/SAIDE training and are knowledgeable in the implementation of ESL strategies, as well as IEP's and 504 Plan accommodations.

Teachers in open entry classes spend time with new students to acclimate them to the class structure, school safety rules, expectations and policies. The EAROC/P Student Liaison to the high schools obtains transcript information and works closely with the student, the registrar and assigned administrator to assure that each student is placed in classes needed to meet graduation requirements or occupational training needs.

Through advisory committees teachers are networked to the business community, which assists and supports student learning. Teachers in all programs concentrate on establishing individual relationships with advisory members to ensure that students are acknowledged and feel a connection to EAROC/P and to the community.

Funding through grants such as Cal Works, SB 70, Tech Prep and Work Ability offer personal, educational and career counseling, support, encouragement, and job search and placement assistance. Students are also supported with the community and local businesses for referrals. Teachers and administrators work collaboratively with students to accommodate their schedules and to assist in removing barriers to school attendance. Rescheduling or flexible externships may be accomplished in order to enable students to continue their education. Open-door policies enable teachers to refer students to administrators or to support staff for additional support. Student achievement and success is the foundation upon which all support service processes are developed. Students are assessed with appropriate interventions and referrals initiated by teachers and other staff members. .

EAROC/P specifically provides a number of services to increase student achievement and support that include:

- Connections with high schools allow for support from counselors for basic needs such as: attendance, food or shelter.
- Referrals to outside agencies are made when solutions are not arrived at internally.
- Educational and employment advising occurs through teachers or referral to administration.
- Certificated staff and administrators conduct personal advising to assist students in overcoming barriers.

A support system has been designed at the Center to communicate to both students and staff regarding available referral and resources. This process needs to be fully implemented and integrated. Programs utilize guest speakers to network students to post-secondary training, community and employment resources; in addition, many of the speakers are prior EAROC/P students and industry leaders. Advisory committee members often speak to classes to apprise students of educational and employment opportunities. Lesson plans focus on

proper communicate skills, as well as learning soft skills for industry, such as job placement, retaining employment, and progressing in their career field.

Students demonstrate progress in ESLR attainment through creating resumes, composing cover letters, preparing for interviews, and utilizing the Internet for job searches. Instructors use multiple strategies that foster student self-esteem, a personalized approach to learning, and connections to the learning environment such as:

- “Good News ” postcards mailed to students parents
- Scholarships available for students
- Financial assistance offered through Student Store funds
- Interaction with guest speakers
- Perfect attendance recognition
- Student of the Month
- In class recognition activities

Co-curricular opportunities also exist in many programs that connect the student to the school and community. Students gain work experience through volunteer programs, externships and field site job training programs.

- Students are selected to represent EAROC/P and report on school progress to the Governing Board.
- Student of the Month attends and speaks to the Governing Board monthly.
- Reception for Student of the Month.
- Holiday food drives involving staff and students.
- The articulation agreements with Chabot College.
- Job fairs enable students to meet personally with potential employers.
- DECA and Skills USA competitions

Summary of Findings for Criterion C 1	Supporting Evidence
<p>Annual ROP Student Award ceremony</p> <p>EAROP offers a variety of courses throughout the all four districts, including a Center in Hayward. Several of EAROC/P courses provide a community classroom or co-operative education component.</p> <p>Several ROP courses are articulated with Chabot College</p> <p>EAROC/P offers courses with UC/CSU A-G credit.</p> <p>EAROC/P students are connected to support services, activities and opportunities at their school site, in off-campus classes, at job training sites, and through various activities, and by partnership with community-based agencies.</p> <p>There are Career Technicians at high school campuses.</p>	<ul style="list-style-type: none"> • Career Fairs • Sophomore Tours • Job fairs • Work Skills Curriculum • Perfect attendance awards • Referrals to outside agencies • Field trips –career exploration • Partnership with local businesses for work based learning • Attendance awards • Recognition in local media • Employer evaluations • Certificates of completion • Student Award ceremonies • Internship records • Student Retail store • Portfolios • Articulation agreements • Tech Prep Brochures • DECA and Skills USA projects • Student scholarships • Career curriculum • EAROC/P website

C2. Community/Business Involvement Criterion

a) To what extent does the leadership employ a wide range of strategies to ensure that business and community involvement is integral to the support system for students?

The EAROC/P administration and staff encourages and promotes strong community involvement with EAROC/P students. This strong community involvement is considered a vital component to the program and the courses it offers. Each course within the EAROC/P has an advisory committee of community and business members who collaborate with instructors to design, review, and create for a curriculum that meets industry standards. Many courses provide a community classroom and a cooperative vocational education component for students to gain valuable work experience, in order to prepare them for an innovated, evolving workforce.

Advisory committee member occupations range from the automotive industry, FBI agents, police officers, insurance agents, dietitians, doctors, CEO's, engineers, college instructors, welders, designers, and dentist, to city council members. EAROC/P instructors invite guest speakers from the community into the classroom to make presentations, talk with students or arrange for field trips to various work sites to give the students a look at the world of work. When applicable, the instructor arranges for internships for students as a part of work based learning. Eighty-eight percent of EAROC/P staff believes that community agencies and businesses are involved in the EAROC/P programs and have opportunity for input. Employers and community liaisons are involved in student assessments in the following ways; student scholarship interview process, guest speakers, mentoring, judges, role play, donating equipment and resources, judge business plan presentations, judge portfolio showcases, DECA, job shadowing, as well as participation in advisory committee meetings. The EAROC/P website is linked to many community resources which promote the program.

Since EAROC/P is effectively integrated into the high school academic program, we have found that parent or guardians and even students may not be aware that they are taking an ROP course. EAROC/P courses have a positive image on the high school campuses and are courses that provide students with the opportunity for hands-on experiences while learning valuable life skills. Twelve of our courses meet the U C a-g requirements and nine have articulation agreement with Chabot College that allows students to gain college credit while in high school and waive entry-level courses towards their career pathway (Appendix A & B). Many parent/guardians with a college bound student encourage participation in an ROP class to help with career and college focus decision-making. Instructors are encouraged to stay connected to parent/guardians. This is done through parent/guardian notification,

parent/instructor conferences, timely progress reports or parent/guardian phone calls. In the spring, all sophomore parent/guardians in our partnership are sent a letter introducing the benefits of an ROP class and the classes available to their student at the local high schools.

Sophomore parent/guardians from Castro Valley, Hayward, San Leandro and San Lorenzo Unified School Districts, receive information about the EAROC/P programs prior to students touring the Hayward Center and high school programming time. Quarterly, staff distributes the school schedule at a number of community agencies and organizations. Keeping our community abreast of our activities on a continual basis has fostered cooperation between community partners. During the fall, "Back to School Night" is hosted by EAROC/P so parents can become acquainted with the instructor, course offering, and procedures at the Center. In the spring, EAROC/P has an "Open House" for students who are either interested in enrolling at the Hayward Center or have enrolled for the next school year. Letters are sent to students who have enrolled for the next school year inviting them to this activity. The letter is written in two languages, English and Spanish. EAROC/P has a web site where community members may access information.

Student handbooks are reviewed with students, in the fall, by their instructors and sent home for parents or guardians' signatures. Parents/Guardians are encouraged to contact the instructors or administration should they have any concerns regarding their child's education.

In recognition of student achievement we honor students, yearly, with Student of the Year and Perfect Attendance and monthly, with Student of the Month, both in the classroom and at our monthly Board meetings. Ninety Five percent attendance is required for a student to be eligible to receive a certificate of completion. Parents/Guardians of students who received the honor of "Student of the Month" receive a letter inviting them to the Governing Board meeting. At which time the Board members recognize and honor students for their achievements. Students are also recognized in their perspective classrooms with a presentation by the Student Services Coordinator and receive flowers, balloons and a Student Store voucher.

All program advisory committees convene annually to discuss workplace needs and to review curriculum. We have organized advisory committee meeting by pathway. In the past, discussion has focused on both soft and hard skills needed by students. These discussions will now revolve around attainment and demonstration of the ESLR's and individual instructor's networking within the community to acquire job leads for student placement.

While attending classes at the EAROP Center, high school seniors are offered opportunities with Chabot College counselors for early registration. Chabot counselors come the Center to pre-test seniors, help them plan necessary courses and well as have student actually enroll for fall courses.

Articulation with Chabot College provides the opportunity for students to acquire units towards obtaining an AA/AS degree in their related field. Field Trips and meetings to pertinent classes are also provided.

Administrators sit on steering committees and advisory boards to network with numerous organizations as well as develop links to complement services. Agencies with who collaborates and provide support include:

Agency	Support Offered
One-stop center	Career information, job search assistance
Housing Authority	Section 8 housing info; referrals to Family Self Sufficiency Project and educational resource for participants
Cal Works	Self-initiated plans and assist students to obtain child care and transportation to school
Health and Social Services	Mental health referrals
Employment Development Department	Referrals and student support
Community Action Council	Referrals for basic needs
Goodwill Industries	Referrals – for individuals with multiple barriers to employment (e.g. poor work histories, drug abuse, and low educational levels) in need of training and supportive work environment.
Family Children's Services	Referrals for child care services
Small Business Development Center	Offers workshops for those starting or currently operating a business. Job referral opportunities.
Department of Rehabilitation	Vocational and financial support to students with disabilities
Regional Center of the East Bay	Coordinates community services and supports for children and adults with developmental disabilities.
Youth and Family Services	Refer for a broad range of services to families in need of support.
Chamber of Commerce	Business Partnership for programs and referrals

To continue an active role in the community, the EAROC/P leadership participates and supports many community outreach activities. Such activities include a display at the County Fair, attendance at teen and job fairs, participation in College/Career Night at Chabot Community College and the Chambers of Commerce. The Superintendent has been elected as a Board

member to the Workforce Investment Board as well as the Youth Policy Council. The Superintendent is also the Coastal Region Representative on the California Association of Regional Occupational Programs Board.

The EAROC/P leadership continually looks for ways to promote the EAROC/P programs to the community. We have increased our outreach, as part of our continuous improvement model.

Summary of Findings for Criterion C2	Supporting Evidence
<p>EAROP Center runs a student run store – all proceeds go back to student services</p> <p>Monthly and Yearly students awards are established for student recognition</p> <p>EAROC/P has over 400 business partners who provide training sites for community classroom and cooperative education students.</p> <p>A advisory and community classroom handbook has been established to help teachers with their roles in this area</p> <p>Sophomore Tours have been designed so that all sophomores can tour the classes at the Center</p> <p>A recruitment/enrollment handbook has been designed and implemented</p>	<ul style="list-style-type: none"> • Advisory committee documentation • Articulation agreements • Articulation/student list • Awards ceremonies documentation • Board agenda minutes • Star Center documentation • Class schedule • Course Information notebook • Special education student services documentation • Donations list • Fieldtrip documentation • Grants/Tech prep/ Workability/VEA • Interview panel documentation • Newsletters • Placement logs • Registration forms • Scholarship/awards application • Staff surveys • Student follow-up survey • Student month and year • Student performance evaluations/community sites • Sophomore tour documentation • Training agreements • Web-site • Perfect attendance certificates • Daily words of wisdom • Student Leadership Group

Strengths

1. Annual ROP Student Award ceremony
2. EAROP offers a variety of courses throughout the all four districts, including a Center in Hayward. EAROC/P courses are seen as an integral part of the high school program.
3. Nine courses are articulated with Chabot College for credit.
4. Twelve EAROC/P offers courses have UC/CSU A-G credit.
5. EAROC/P students are connected to support services, activities and opportunities at their school site, in off-campus classes, at job training sites, and through various activities, and by partnership with community-based agencies.
6. There are Career Technicians at high school campuses.
7. EAROP Center runs a student run store – all proceeds go back to student services.
8. Monthly and Yearly student's awards are established for student recognition.
9. EAROC/P has over 400 business partners who provide training sites for community classroom and cooperative education students.
10. Advisory and community classroom handbook has been established to help teachers with their roles in this area.
11. Sophomore Tours have been designed so that all sophomores can tour the classes at the Center.
12. A recruitment/enrollment handbook has been designed and implemented.

Opportunities for Growth

1. Continue to improve communications and collaborations with stakeholders.
2. Develop processes for the EAROC/P staff and instructors to work more closely with the school and parent/guardians to support all students, especially special needs students.
3. Continue to integrate ESLR's throughout all programs and curriculum.
4. Expand languages beyond English and Spanish (in terms of Parent communication).
5. Expand use of Career Technicians in recruitment and marketing of ROP.