

School Accountability Report Card Reported for School Year 2009-10

Published During 2010-11

I. Data and Access

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 at the California Department of Education (CDE) Web site 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. DataQuest, an online data tool at <http://data1.cde.ca.gov/dataquest/>, contains additional information about this school and comparisons of the school to the district, the county, and the state.

II. About This School

Contact Information

This section provides the school's contact information.

School		District	
School Name	Regional Occupational Program	District Name	Marin County Office of Education
Street	1111 Las Gallinas Avenue	Phone Number	(415) 499-5801
City, State, Zip	San Rafael, CA 94903	Web Site	www.marinschools.org/
Phone Number	(415) 491-6638	Superintendent	Mary Jane Burke
Coordinator	Dan Zaich	E-mail Address	mjburke@marin.k12.ca.us
E-mail Address	dzaich@marin.k12.ca.us	CDS Code	21-74658-2190064
Enrollment	1,200	---	---
Grades Served	High School and Adult	---	---
Web Site	http://www.marinrop.org	---	---

School Description and Mission Statement

This section provides information about the school's goals and programs.

The Regional Occupational Program (ROP) is part of the public education system. It is operated on a countywide basis by the Marin County Office of Education. A variety of career education courses are conducted in cooperation with high school districts and the community college district. These courses are open to all Marin County high school students and adults. There is no fee for high school students, but modest registration and lab fees are charged to adults, with fee waivers available for those students who are unable to pay.

The ROP mission is to provide quality career programs that contribute to students' educational achievement and the economic development of California through career guidance, employment training, job development, and other educational support services for high school students and adults. Specialized vocational training classes are approved in 20 program areas.

All courses are developed through a job market survey process that insures that local employment demand warrants offering the course. Classes are conducted at a variety of sites and many also include field site instruction. The ROP works closely with local businesses to provide students with on-the-job training. The ROP is dedicated to providing an educational environment that will lead youths and adults into productive employment.

Opportunities for Parental Involvement

This section provides information about opportunities for parents to become involved with school activities.

The Marin County Office of Education involves parents, local businesses, and community members in a variety of ways. Parents participate in advisory committees, in program leadership teams, and as volunteers in classrooms supporting the school program. Community agencies also support programs by providing counseling services to students.

Student Enrollment

Racial/Ethnic Category	# of Students	% of Students	Racial/Ethnic Category	# of Students	% of Students
African-American or Black	61	5.09	Native Hawaiian or other Pacific Islander	2	.15
American Indian or Alaska Native	4	.30	White (Not Hispanic)	797	66.43
Asian	72	6.01	Other	8	.68
Hispanic or Latino	256	21.34	Total	1,200	100.0

The ROP also served the following numbers of special population students: Economically Disadvantaged - 254; Limited English - 31; Disabled - 92; Single Parent - 12; Displaced Homemakers - 5; and Non-Traditional - 269.

The following chart shows the total number of high school and adult students enrolled in each Industry Sector for 2009-10:

Industry Sector	High School	Adult	Total
Agriculture and Natural Resources	10	0	10
Arts, Media and Entertainment	245	0	245
Building Trades and Construction	46	17	63
Education, Child Development, and Family Services	92	16	108
Energy and Utilities	167	0	167
Engineering and Design	50	0	50
Finance and Business	66	140	206
Health Science and Medical Technology	17	0	17
Hospitality, Tourism, and Recreation	0	50	50
Manufacturing and Product Development	12	0	12
Marketing, Sales and Services	80	0	80
Transportation	183	9	192
Totals:	968	232	1,200
Percentage:	80.67%	19.33%	100%

Average Class Size and Class Size Distribution

The average ROP class size results in approximately one teacher for every 22 students.

III. School Climate

School Safety Plan

This section provides information about the school's comprehensive safety plan.

Date of Last Review/Update	September 24, 2010	Date Last Reviewed with Staff	September 24, 2010
<p>Providing a safe environment that meets state standards for school programs is a high priority for each of the Marin County Office of Education programs. Programs meet state requirements for total acreage and square footage per pupil. The Marin County Office of Education has a Comprehensive School Safety Plan that provides for an assessment of the current status of school crime. The Plan also covers the following areas with strategies and programs: a) child abuse reporting procedures; b) disaster procedures; c) policies regarding actions leading to suspension and/or expulsion; d) notification to teachers of dangerous pupils; e) sexual harassment policy; f) school-wide dress code; g) procedures for safe ingress and egress of pupils; and, h) rules and procedures on school discipline.</p>			

IV. School Facilities

School Facility Conditions and Planned Improvements

This section provides information about the condition of the school's grounds, buildings, and restrooms, and a description of any planned or recently completed facility improvements.

<p>ROP classes are conducted at a variety of sites and many also include field site instruction. Most classes are held in facilities provided by local high school districts. Many of these facilities are recently renovated.</p>
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School Facility Conditions Good Repair Status

This table displays the results of the most recently completed school site inspection to determine the school facility's good repair status.

Date Items Inspected: September 24, 2010	Repair Status			Repair Needed and Action Taken or Planned
	Good	Fair	Poor	
Gas Leaks	X			
Mechanical Systems	X			
Windows/Doors/Gates (interior and exterior)	X			
Interior Surfaces (walls, floors, and ceilings)	X			
Hazardous Materials (interior and exterior)	X			
Structural Damage	X			
Fire Safety	X			
Electrical (interior and exterior)	X			
Pest/Vermin Infestation	X			
Drinking Fountains (inside and outside)	X			
Restrooms	X			
Sewer	X			
Playground/School Grounds	X			
Roofs	X			
Overall Cleanliness	X			Carpets cleaned

Overall Summary of School Facility Good Repair Status

This table displays the overall summary of the results of the most recently completed school site inspection.

Item Inspected	Facility Condition			
	Exemplary	Good	Fair	Poor
Overall Summary		X		

V. Teachers

Teacher Credentials

This table displays the number of teachers assigned to the school with a full credential, without a full credential, and those teaching outside of their subject area of competence. Detailed information about teacher qualifications can be found at the CDE Web site at <http://dq.cde.ca.gov/dataquest/>.

ROP Teachers			
	2007-08	2008-09	2009-10
With Full Credential	32	33	22
Without Full Credential	0	0	0
Teaching Outside Subject Area of Competence	0	0	0

Teacher Misassignments and Vacant Teacher Positions

This table displays the number of teacher misassignments (teachers assigned without proper legal authorization) and the number of vacant teacher positions (not filled by a single designated teacher assigned to teach the entire course at the beginning of the school year or semester). Note: Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Indicator	2008-09	2009-10	2010-11
Misassignments of Teachers of English Learners	0	3	0
Total Teacher Misassignments	0	3	0
Vacant Teacher Positions	0	0	0

VI. Support Staff

Academic Counselors and Other Support Staff

The ROP collaborates with Career Centers at eight comprehensive public high schools in Marin County. These centers offer career and vocational counseling resources to students. The ROP works closely with the Marin County Office of Employment and Training, the State Employment Development Department, and private nonprofit agencies for job placement and counseling for students.

VII. Curriculum and Instructional Materials

Quality, Currency and Availability of Textbooks and Other Instructional Materials

Teachers work with administration to select appropriate textbooks and instructional materials and to insure the sufficient availability for all ROP students. Input from advisory committees and visits to industry and business, in addition to field site instruction, help define specific priorities. ROP courses are aligned with industry standards.

VIII. School Finances

County offices of education are not required to report average teacher and administrative salaries for schools operated by the county office of education.

Types of Services Funded (Fiscal Year 2009-10)

This section provides information about the programs and supplemental services that are available at the school and funded through either categorical or other sources.

The ROP program has been placed in categorical flexibility. Funds were used to provide career education courses and staff. The ROP provided career and technical education needs to Marin County high school students and adults. The ROP closely collaborates with business in program design. Classes reinforce and enrich core academic curricula, prepare students for gainful employment, provide real world applications of skills, and prepare students to meet the needs and expectations of employers.

IX. Postsecondary Preparation (Secondary Schools)

Career Technical Education Programs

This section provides information about the degree to which pupils are prepared to enter the workforce, including a list of career technical education (CTE) programs offered at the school.

Each training course is developed and operated with input from business, industry, and labor to insure that courses keep pace with the rapidly changing needs of the employers we serve. Advisory committees meet on a regular basis to align courses with industry standards in six major areas: 1) job market trends; 2) curriculum development and review; 3) student training standards; 4) instructor and instructional assistance selection criteria; 5) community liaison and public relations; and 6) job placement. Over 125 local business people participated in advisory committee meetings this year for ROP courses. The following programs are offered: Computer Graphics, Communications Academy, Multimedia, TV, Technical Theatre, Business Office Technology, Accounting, Computer Applications, Direct Support Professional, Medical Assisting, Sports Fitness/Sports Medicine, Career Management, Catering/Culinary Arts, Early Childhood Occupations, Agricultural Mechanics, Automotive Technology, Drafting, Construction, Engineering, and Welding. All ROP courses incorporate academic standards in their curriculum.

Career Technical Education Participation

This table displays information about participation in the school's CTE programs.

Measure	CTE Program Participation
Number of High School Pupils	968
Percent of 12 th grade concentrators in a CTE program earning a high school diploma	95.24%
Percent of CTE courses sequenced or articulated between the school and institutions of postsecondary education	80%

X. Instructional Planning and Scheduling

Professional Development

This section provides information on the number of schooldays dedicated to staff development for the most recent three-year period.

Teacher support providers are available to provide support and training to ROP teachers. All teachers are encouraged to participate in training opportunities and are required to document their professional development activities with the Marin County Office of Education. Teacher visits to business locations average one per month. Field site instruction also complements professional improvement as teachers work directly with employers to place students. Teachers also take advantage of a wide variety of staff development activities. Major areas of focus for staff development include subject matter curriculum, standards-based instruction, instructional strategies, and assessment. Teachers have been surveyed and participate in subject-alike groups to determine staff development needs.

In 2007-08, four non-student staff development opportunities were provided to improve teacher competence in classroom management and student behavioral strategies. Three non-student staff development days were scheduled for the 2008-09 school year. In 2009-10, three non-student staff development days were scheduled for the school year.