

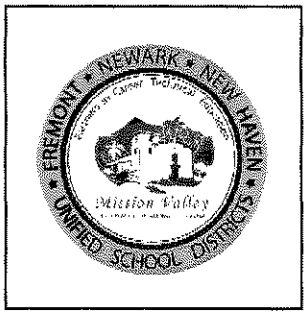
Mission Valley ROP

Thursday, February 21, 2013

4p.m. Governing Council Meeting

Student Services Room

(510) 657-1865 Ext. 15141


FREMONT • NEWARK • NEW HAVEN •
UNIFIED SCHOOL DISTRICT
Mission Valley

Agenda

Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Student Services Room
Thursday, February 21, 2013
Regular Meeting (Open Session) – 4p.m.

Call to order _____p.m.

Pledge of Allegiance

Roll Call:

_____ Jonas Dino, President
_____ Larry Sweeney, Vice President
_____ Nancy Thomas, Clerk
_____ Other

Approval of Agenda:

Motion: _____
Second: _____
Vote: _____

Communication:

a. Items from the Staff
b. Oral Communication
   - *Presentation of MVROP on Building Career Pathways*
c. Written Communication
   - *"Mission Valley ROP to Offer New Adult Course" MVROP Press Release, February 1, 2013*
   - *"Mission Valley ROP to offer new adult course", Tri-City Voice, February 12, 2013*
d. Items from the Board
e. Public Comment
   - Blue Speaker Card – Items on the agenda
   - Green Speaker Card – Items not on the agenda

Consent Calendar:

a. Minutes:
Approve minutes from the Governing Council meetings on January 17, 2013.

b. Business and Finance:
B&F#1 Approve Purchase Orders over $5,000
B&F#2 Approve Warrants $5,000 and above

c. Curriculum and Instruction:
C&I#1 Approve HOSA Fieldtrip, Sacramento

End of Consent Calendar:

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

_____

_____

Business and Finance #1 **Information**

Review Budget Modification Plan

Board of Education #1 **Information/ Presentation/ Action**

Review and approve Draft MVROP WASC Mid-Term Report

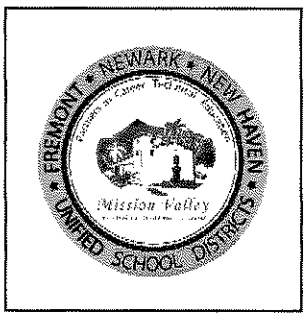
Motion: _____
Second: _____
Vote: _____

Board Requests

_____

_____

Meeting adjourned: _____pm



Communication

Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · www.mvrop.org

PRESS RELEASE

FOR IMMEDIATE RELEASE

Date: February 1, 2013

MISSION VALLEY ROP TO OFFER NEW ADULT COURSE

FREMONT, CA- Mission Valley ROP is now offering a new adult course at its main center site. The Administrative Professional course will teach students the skills necessary to obtain positions in today's thriving businesses, will update students' existing administrative support skills, and instill exemplary communication and problem solving skills. Prospective students for this course must pass an entrance test to qualify for enrollment in the program. Internships may also be available for those who are successful in the course. Information sessions are now being held to provide course details for those interested in taking advantage of this opportunity.

Course Information:

Course:	Administrative Professional
Course Begins:	Tuesday, February 19, 2013
Information Sessions:	February 5, 6, and 14 @ 10:30 a.m. February 11 @ 4 p.m.
Location:	MVROP Main Center Campus 5019 Stevenson Blvd., Fremont
Website:	www.mvrop.org
Who:	Adults learners

About Mission Valley ROP

Mission Valley ROP (MVROP) is the regional occupational program for the Tri-City area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, Career Technical Education is provided to 4,000 students (high school and adult) each year. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

###

Press Contact:

Allison Aldinger, PR Administrator

(510) 492-5141

aaldinger@mvrop.org

Mission Valley ROP to offer new adult course

SUBMITTED BY ALLISON ALDINGER

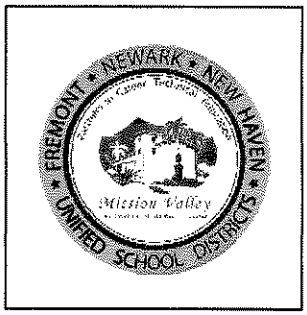
Mission Valley ROP is now offering a new adult course at its main center site. The Administrative Professional course will teach students the skills necessary to obtain positions in today's thriving businesses, update administrative support skills, and instill exemplary communication and problem solving skills. Prospective students for this course must pass an entrance test to qualify for enrollment in the program. Internships may also be available for those who are successful in the course. Information sessions are now being held to provide course details for those interested in taking advantage of this opportunity.

Mission Valley ROP (MVROP) is the regional occupational program for the Tri-City area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, Career Technical Education is provided to 4,000 students (high school and adult) each year. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

Administrative Professional Course
Course Begins: Tuesday, Feb 19
Information Session: Feb 14 at 10:30 a.m.
MVROP Main Center Campus
5019 Stevenson Blvd., Fremont
(510) 657-1865
www.mvrop.org

Tri-City Voice Newspaper
February 12, 2013
Page 19

Consent Calendar


FREMONT • NEWARK • NEW HAVEN •
UNIFIED SCHOOL DISTRICTS
Mission Valley

Minutes

Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Thursday, January 17, 2013

Member Sweeney called the meeting to order at 4:20 pm.

Present:

Larry Sweeney, Clerk
Nancy Thomas, NUSD Alternate Board Member

Approval of Agenda:

Member Thomas made a motion to approve all items on the January agenda, including delaying the Election of Officers to occur later in the agenda. Member Sweeney made a second to approve the motion. Members voted 2-0 to approve all items on the January agenda, including delaying the Election of Officers to occur later in the agenda.

Communication:

a. **Items from Staff:**
MVROP Changes on the Center Campus
Superintendent Murchison shared that several changes were in the process of being implemented on the MVROP Center Campus for the 2013-2014 school year. MVROP Director of Educational Services, Margie Trujillo, will present more information to the Board during Oral Communication.

Member Dino arrived at 4:24 p.m.

b. **Oral Communication:**
A presentation was given by MVROP Director of Educational Services, Margie Trujillo, showcasing the program plans which will become effective as of the 2013-2014 school year. Plans detailed the new program changes on the MVROP campus as well as the home school campuses.

c. **Items from the Board:**
Member Dino requested to have Superintendent Murchison present to the NHUSD Board of Education. MVROP PR Administrator, Allison Aldinger, shared that a few potential dates were being reviewed by the Superintendent's office at NHUSD.

d. **Public Comment:**
None

Board of Education #1 **Election of Officers**

Member Sweeney made a motion to elect Jonas Dino, New Haven Unified School District, to the office of President of the MVROP Governing Council. Member Thomas made a second to the motion. Members voted 3-0 to elect Jonas Dino as President of the MVROP Governing Council.

Member Dino will serve in that office for the remainder of the school year through December of 2013.

Member Thomas made a motion to elect Larry Sweeney, Fremont Unified School District, to the office of Vice President of the MVROP Governing Council. Member Dino made a second to the motion. Members voted 3-0 to elect Larry Sweeney to the office of Vice President of the MVROP Governing Council. Member Sweeney will serve in that office for the remainder of the school year through December of 2013.

Member Sweeney made a motion to elect Nancy Thomas, Newark Unified School District, to serve as Clerk of the MVROP Governing Council. Member Dino made a second to the motion. Members voted 3-0 to elect Nancy Thomas as Clerk of the MVROP Governing Council. Member Thomas will serve in that office for the remainder of the school year through December of 2013.

Newly elected MVROP Board President, Jonas Dino, ran the remainder of the Governing Council meeting.

Consent Calendar:

Member Thomas made a motion to approve all items in the Consent Calendar. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve all items in the Consent Calendar.

Business and Finance #1 **Review Budget Modification Plan**

Superintendent Murchison and Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding Governor Brown's Budget.

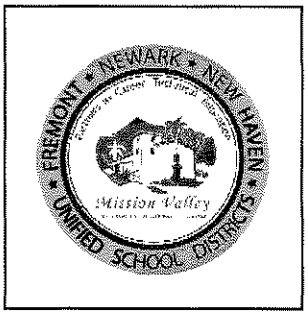
This item is information only.

The meeting was adjourned at 4:42 pm.

_____
Jonas Dino, President

_____
Larry Sweeney, Vice President

_____
Nancy Thomas, Clerk



Business and Finance

MISSION VALLEY ROP

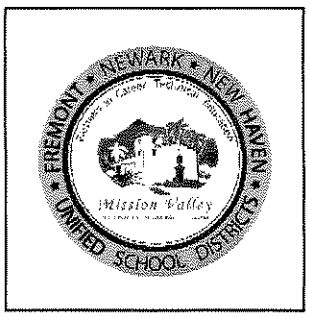
PURCHASE ORDER REPORT
PURCHASE ORDER'S OVER $5,000
BOARD MEETING - FEBRUARY 21, 2013
PO PERIOD: JANUARY 11, 2013-FEBRUARY 11, 2013
AGENDA ITEM - B&F #1

PO NUMBER	VENDOR NAME & ACCOUNT CODE	DESCRIPTION	AMOUNT
133993	Hulbert Lumber and Supply	Materials & Supplies	$8,000
	81-0635-0-6706-8501-6211-660-6440	Building 6 Canopy Project	

Mission Valley ROP
Warrants $5,000 and above
Fiscal Year 12-13

B&F #2
February 21, 2013

Date	Warrant #	Vendor	Purpose	Amount	PO number
1/15/13	50203822	PG&E	Electricity	$ 7,293.84	
1/22/13	TF130371	FUSD	December busing	$ 8,967.42	
1/23/13	TF130380	FUSD	November busing	$ 9,812.88	
1/23/13	50229608	New Haven USD	Contracted Payroll	$ 7,220.61	131879
1/23/13	50229626	School Specialty Inc	Board room tables	$ 12,198.25	132297
1/25/13	50229824	New Haven USD	Contracted Payroll	$ 7,263.74	131879
2/12/13	TF130432	FUSD	January busing	$ 10,845.45	
2/12/13	50530181	LCA Architects	Architect for Building 6 Canopy Project	$ 9,303.00	133494
2/12/13	50230293	PG&E	Electricity	$ 19,221.42	



Curriculum & Instruction

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM

__x__Information

BOARD OF EDUCATION

__x__Action

AGENDA ITEM

_____Presentation

C&I#1

Date of Board Meeting: **January 17, 2013**

TITLE: **Mission Valley ROP/ Nursing Assistant and HOSA**
HOSA Spring Leadership Conference, Sacramento, CA
March 20-24, 2013

Background:

Students who have joined HOSA (Health Occupations Student Association), are invited to pursue the Professional Development Program (employability skills) and compete at the HOSA Spring Leadership Conference. Students from other HOSA chapters throughout the region will be in attendance at this conference. While at the competition, students will be required to compete against other HOSA chapters. This year the competition will be held on March 20- 24, 2013 at the Hyatt Regency located in Sacramento, CA.

Current Status:

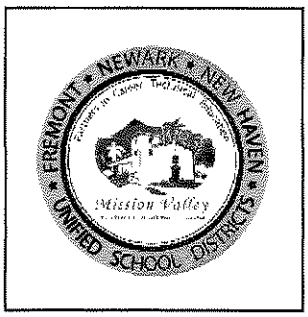
One student from Newark Memorial High, one student from James Logan High, one student total from American High, six students total from Kennedy High, one student from Irvington High, and one (student from Mission San Jose High (10 students in total) will attend this conference. Students will be chaperoned by one certificated staff member and two chaperones. Students will depart on Wednesday, March 20, 2013 at noon and will stay at the Hyatt Regency in Sacramento, CA and will return by 6:00 p.m. on Sunday, March 24, 2013. Parents are responsible for transporting their own student to and from the event. The class instructor will transport any students who cannot find a ride. The fieldtrip driver has an approved Declaration of Insurance Form on file at the school site. Students will miss three (3) instructional days for this trip and are responsible for any missed assignments. There will be no swimming during this trip.

Recommendation:

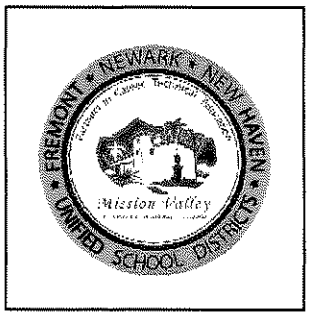
Approve the trip.

James Briano, 657-1865 x 15137	MVROP	Instruction	Pete Murchison
Name/Phone # of Staff Contact Person	Department	Division	Superintendent

End of Consent



Business and Finance



Business and Finance #1

MISSION VALLEY ROP
BOARD OF EDUCATION

__X__Information
_____Action
_____Presentation

AGENDA ITEM
BUSINESS & FINANCE #1

Date of Board Meeting: February 21, 2013

TITLE: **Review Budget Modification Plan**

Background:
The budget act in February 2009 included two budget years (2008-09 and 2009-10). MVROP received a 15.4% midyear cut to 2008-09 revenues and an additional 4.5% cut to 2009-10 revenues. The cost of living adjustment was not funded in either year (a loss of 5.66% for 2008-09 and another 4.25% for 2009-10), and due to declining enrollment statewide, ROCPs had a negative adjustment of .63% in 2008-09. In addition to these tremendous cuts, ROCPs became part of the flexibility provisions in categorical program funding effective 2008-09 through 2014-15.

Superintendent's Council and MVROP Budget Committee have been working with Board, staff, and community members to identify potential budget modifications to address the loss in funding from the State of California. The State budget situation is continually changing due to increasing state budget deficits and uncertain tax receipts.

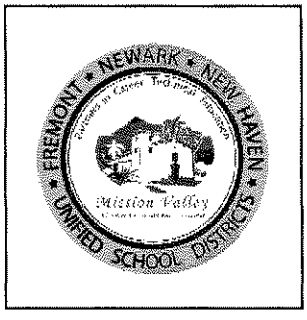
On November 6, 2012, the voters passed the Governor's tax measure, Proposition 30, and there will be no midyear cuts. More details will be provided in the coming months to implement the provisions of Proposition 30.

Current Status:

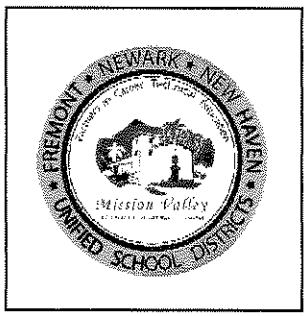
The Governor proposed to restructure and simplify the State funding formula with the Local Control Funding Formula (LCFF). Statutory language and details on the implementation plan are still pending.

Recommendation:
None. Presented to Governing Board for information only.

Marie dela Cruz, 657-1865 x15145	ROP Center	Business Services	Pete Murchison
Staff/Contact Person	**Location**	**Division**	**Superintendent**



Board of Education



Board of Education #1

X	Information
X	Action
X	Presentation

MISSION VALLEY REGIONAL PROGRAM
BOARD OF EDUCATION

AGENDA ITEM
Board of Education #1

Date of Board Meeting: February 21, 2013

TITLE: Review and Approve Mission Valley ROP WASC Mid-Term Report 2013

Background:

Once every six years the state of California requires high schools to go through Western Association of Schools and Colleges (WASC) Accreditation. In 2010 a complete self-study was conducted and Mission Valley ROP received a six-year accreditation with a mid-term visit to be conducted in 2013. In preparation for this visit, MVROP staff reviewed the recommendations of the WASC Visiting Committee and updated the action plan.

Current Status:

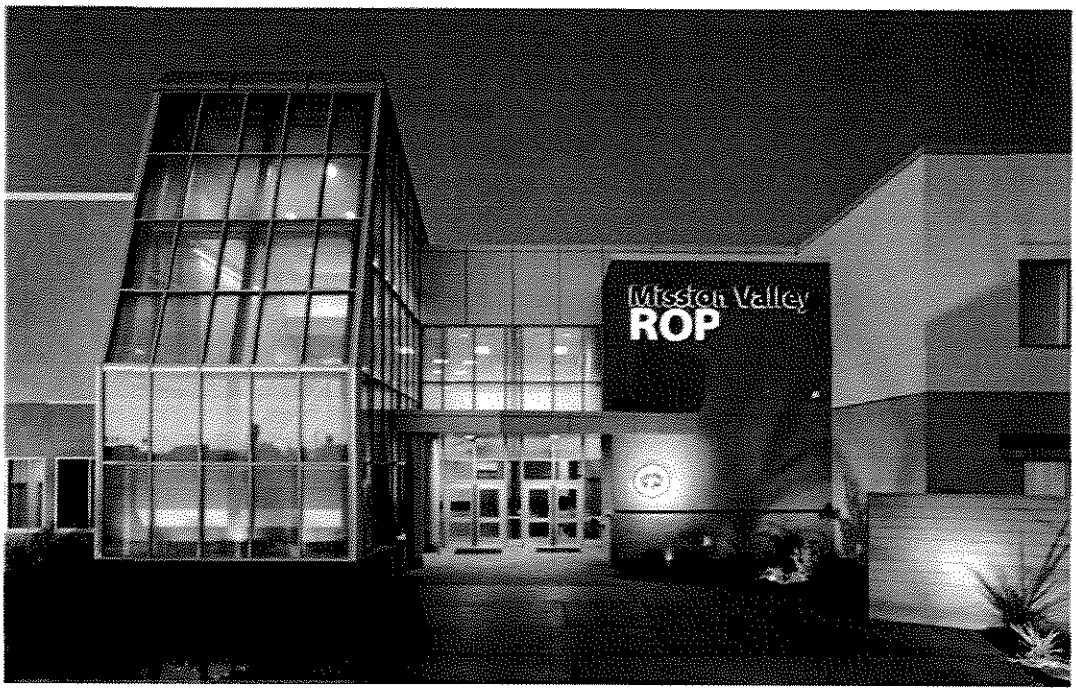
The final report includes the updated action plan along with an updated community/student profile, significant developments over the past three years, and ongoing school improvements. On April 23, 2013, the WASC Visitation Accreditation Visiting Committee will observe our classrooms and talk to teachers, students, and key stakeholders.

Recommendation:

Review Mission Valley ROP WASC Mid-Term Report.

Margie Trujillo	Instructional Services	Pete Murchison
Staff Contact	Division	Superintendent, Mission Valley ROP

Mission Valley
Regional Occupational Center/Program



WASC MID-TERM REPORT

April 23, 2013

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Program of Work 2012-2013..... 34

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SECTION I: INTRODUCTION

Basic Student/Community Profile Data

Mission Valley Regional Occupational Program (MVROP) provides career technical education training to students in three cities within Alameda County- Fremont, Newark, and Union City through a joint powers agreement. The total population for the Tri-Cities area is 388,765. The population and ethnicity for each of the three cities is listed below:

Tri-Cities Demographics

	Fremont		Newark		Union City (New Haven)		Total	
Population	245,787	63%	57,567	15%	85,411	22%	388,765	100%
Ethnicity								
American Indian and Alaska Native	976	0.4%	279	0.5%	329	0.4%	1,584	0.4%
Asian	108,332	44%	11,571	20.1%	35,363	41.4%	155,266	40%
Black or African American	7,103	2.8%	2,002	3.5%	4,402	5.2%	13,507	3.5%
Hispanic or Latino	31,698	12.9%	14,994	26%	15,895	18.6%	62,587	16%
Native Hawaiian and other Pacific Islander	1,169	0.4%	621	1.1%	892	1%	2,682	0.7%
White	70,320	29%	17,566	30.5%	16,640	19.5%	104,526	27%
Other race	13,605	5.5%	7,735	13.4%	7,253	8.5%	28,593	7.3%
Two or more races	12,584	5%	2,799	4.9%	4,637	5.4%	20,020	5.1%

*Source: 2010 ACS Estimates http.www.bayareacensus.ca.gov/cities/Fremont.htm

The data indicates that Asians followed by White and Hispanic make up the majority of the population in Fremont and Union City while Whites followed by Hispanic and Asian make up the majority of the population in Newark. This information differs from our student population. Even though there is lower enrollment in both high school and adult classes, there has not been a significant change in the ethnicity of our students since 2010. Our greatest population of high school students continues to be Hispanic followed by Asian and White. Our adult population also consists of a majority of Hispanic students followed by White and Asian.

2011-12 All Student Ethnicity by Gender

2011-12	Male	Female	High School	High School	Adult	Adult
Alaskan/American Indian	21	14	35	1%	0	0%
Asian	559	397	956	25%	15	18%
Black	7	125	262	7%	3	4%
Filipino	225	132	357	9%	10	12%
Hispanic	624	476	1100	28%	24	30%
Pacific Islander	31	54	85	2%	3	4%
Unspecified/Other	137	79	216	6%	7	9%
White	519	352	871	22%	19	23%
TOTAL	2253	1629	3882	100%	81	100%

Source: ASAP Report 4.2a

Employment Trends

Job growth in Alameda County and the Tri-Cities area as reported from EDD Labor Market Information has not significantly changed since our last WASC visit in 2010. Projections continue to show a greater increase in Marketing Sales and Service and Hospitality, Tourism, and Recreation industry sectors.

2010-2020 Occupations With the Most Job Openings
Oakland-Fremont-Hayward Metropolitan Division
(Alameda and Contra Costa Counties)

Occupational Title	Total Job Openings	MVROP Related Industry Sector
Carpenters	3,100	Building Trades & Construction
Construction Laborers	2,520	Building Trades & Construction
Teacher Assistants	3,950	Education, Child Dev. & Family Service
Secondary School Teachers, Except Special and Career/Technical Education	3,670	Education, Child Dev. & Family Service
Elementary School Teachers, Except Special Education	3,620	Education, Child Dev. & Family Service
Childcare Workers	3,200	Education, Child Dev. & Family Service
Preschool Teachers, Except Special Education	2,350	Education, Child Dev. & Family Service
General and Operations Managers	5,760	Finance & Business
Office Clerks, General	5,760	Finance & Business
First-Line Supervisors of Office and Administrative Support Workers	4,860	Finance & Business
Bookkeeping, Accounting, and Auditing Clerks	3,340	Finance & Business
Executive Secretaries and Executive Administrative Assistants	3,310	Finance & Business
Accountants and Auditors	3,150	Finance & Business
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	3,140	Finance & Business
Management Analysts	2,240	Finance & Business
First-Line Supervisors of Food Preparation and Serving Workers	2,240	Finance & Business
Tellers	2,240	Finance & Business
Registered Nurses	6,160	Health Science & Medical Technology
Personal Care Aides	3,850	Health Science & Medical Technology
Nursing Aides, Orderlies, and Attendants	2,470	Health Science & Medical Technology
Licensed Practical and Licensed Vocational Nurses	2,190	Health Science & Medical Technology
Waiters and Waitresses	9,450	Hospitality, Tourism & Recreation
Combined Food Preparation and Serving Workers, Including Fast Food	8,330	Hospitality, Tourism & Recreation
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	3,590	Hospitality, Tourism & Recreation
Dishwashers	3,330	Hospitality, Tourism & Recreation
Food Preparation Workers	3,010	Hospitality, Tourism & Recreation
Cooks, Restaurant	2,760	Hospitality, Tourism & Recreation
Maids and Housekeeping Cleaners	2,640	Hospitality, Tourism & Recreation
Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	2,350	Hospitality, Tourism & Recreation
Cooks, Fast Food	2,240	Hospitality, Tourism & Recreation
Software Developers, Applications	3,130	Information Technology
Computer Support Specialists	2,560	Information Technology
Computer Systems Analysts	2,260	Information Technology
Cashiers	13,910	Marketing Sales & Service
Retail Salespersons	12,960	Marketing Sales & Service
Customer Service Representatives	6,400	Marketing Sales & Service
First-Line Supervisors of Retail Sales Workers	3,190	Marketing Sales & Service
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	2,740	Marketing Sales & Service
Packers and Packagers, Hand	2,330	Marketing Sales & Service
Market Research Analysts and Marketing Specialists	2,160	Marketing Sales & Service
Shipping, Receiving, and Traffic Clerks	2,100	Marketing Sales & Service
Security Guards	2,800	Public Service
Laborers and Freight, Stock, and Material Movers, Hand	6,540	Transportation
Heavy and Tractor-Trailer Truck Drivers	2,750	Transportation
Light Truck or Delivery Services Drivers	2,510	Transportation

Source: EDD Labor Market Information Division 9/28/12

Student Indicators

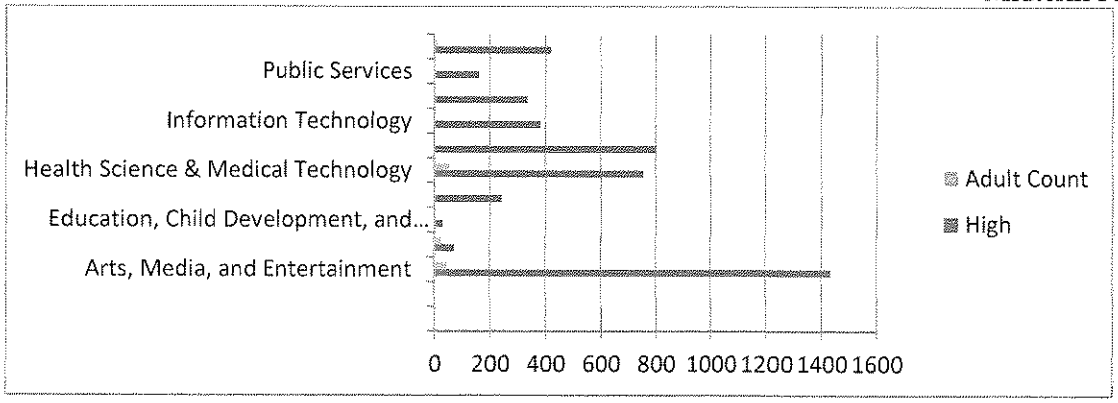
The main campus is located on the corner of Stevenson and Blacow with 22 classrooms available for high school and adult programs. MVROP offered 162 sections at 9 sites for the 2009-10 school year. These included the main campus as well as American High School, Irvington High School, James Logan High School, Kennedy High School, Mission San Jose High School, Newark Memorial High School, Robertson High School and Washington High School.

Since 2010, enrollment in high school programs has decreased by approximately 8 percent for a total of 121 sections offered at 9 sites for the 2012-13 school year. Due to the severe budget cuts education has faced over the past few years, single classes with low enrollments were eliminated in an effort to develop and support career pathways with greater student interest. There was also a 14 percent decrease in adult enrollment, primarily in fee-based medical classes, which led to the elimination of these classes in 2012-13. Without the possibility of offering financial aid to students, many were not able to afford the quarterly fees of $1200-$1300 and consequently dropped from the program. As the economy continues to improve, we are hoping to offer fee-based classes in the 2013-14 school year.

Although labor market projections continue to show a greater increase in Marketing Sales and Service, student enrollment in this area is only 7 percent. The demand for these courses decreased over the years as new courses in Hospitality, Tourism, and Recreation industry sectors were introduced. We continue to have high enrollment in the Health Science and Medical Technology industry sector as students prepare for careers to aid our aging population of baby boomers. Our highest student enrollment (31 percent) is in the Arts, Media, and Entertainment industry sector. In a student survey conducted last spring, over 50 percent of the students reported that access to technology was what they liked best about their ROP class.

The overall program selection pattern in the 2011-2012 school year for high school and adult students by industry sector is listed below:

Industry Sector	High School Count	Percent	Adult Count	Percent
Arts, Media, and Entertainment	1434	31%	47	33%
Building Trades & Construction	71	2%	28	19%
Education, Child Development, and Family Services	29	1%		
Finance & Business	240	6%		
Health Science & Medical Technology	754	16%	56	39%
Hospitality, Tourism, & Recreation	803	17%		
Information Technology	381	8%		
Marketing, Sales, & Service	333	7%		
Public Services	160	3%		
Transportation	421	9%	13	9%
Total	4626	100%	144	100%
Source: ASAP Report 1.22c				



Data on High School Performance

The interim statewide Academic Performance Index (API) performance target for all schools is 800. All three of our partnering school districts continue to exceed the statewide performance target as they move toward that goal. Scores remained fairly consistent for the past three years. API scores from CDE Dataquest for each of the three districts is listed below:

School District	Average API		
	2009-10	2010-11	2011-2012
Fremont USD (FUSD)	868	877	885
New Haven USD (NHUSD)	772	736	775
Newark USD (NUSD)	747	763	761
State Overall Average	714	729	741

Source: CDE Dataquest

Staff Composition and Qualifications

Our current MVROP staff is composed of 30 certificated teachers of which 21 are full-time and 9 are part-time employees. Additionally, the instructional staff includes 5 teachers employed by various district offices. All MVROP and MVROP district-funded teachers possess a designated subjects career technical education credential in the appropriate industry sector. Career technical instructors have a varied number of years of educational training in addition to industry work experience in the field in which they teach. Instructors complete a Level 1 and Level 2 credentialing program for the state through a Local Education Agency (LEA).

MVROP employs 9 full-time and 3 part-time classified staff members that support administration and instructors in such roles as: office record keeping, student referrals and services, campus supervision, technology support and repair, registration, projects, personnel, and accounting. The dedication of these employees is critical to the function of our organization.

Additionally, MVROP's management staff includes three classified and four certificated administrators. Qualifications for these positions have been determined and approved by the Governing Council. There are a total of 49 MVROP staff members; 14 hold a bachelor's degree, 9 hold a master's degree and 1 holds a doctorate degree. Overall the organization employs 29 males (59%) and 20 females (41%).

Finances

The funding methodology for ROPs was changed pursuant to SBX3 4 (Chapter 12, Statutes of 2009), enacted in February 2009, as amended by ABX4 2. ROP funds are unrestricted and categorized under Tier III flexibility provisions for fiscal years 2008-09 through 2014-15. Funding for ROP's is calculated by determining the amount received in 2007-08 as a percentage of the statewide total and then multiplying that percentage by the amount appropriated for the program. Based on this methodology, Mission Valley ROP receives about 1.54% of the statewide appropriation.

The governor's budget proposal aims to transform the way the state distributes money to schools under his Local Control Funding Formula (LCFF). Local educators would be freed to decide how best to spend the money they get from the state to design programs that meet the specific needs of their communities. Mission Valley ROP continues to build a solid rapport with each of our three school districts. They recognize the value and quality of ROP courses for students in our community and continue to pass through full funding each year.

ADA by District

School District	2009-10	%	2010-11	%	2011-12	%
FUSD						
High School ADA	1042.85		907.10		759.84	
CalWorks ADA	0.49		0.00		0.00	
Reg. Adult ADA	60.91		19.81		20.04	
Total ADA	1104.25	70%	926.91	70%	779.88	65%
Newark						
High School ADA	156.73		118.29		148.64	
CalWorks ADA	0.21		0.00		0.00	
Reg. Adult ADA	12.53		6.45		3.76	
Total ADA	169.47	11%	124.74	9%	152.40	13%
New Haven						
High School ADA	302.22		259.17		266.18	
CalWorks ADA	0.00		0.10		0	
Reg. Adult ADA	8.56		5.52		3.24	
Total ADA	310.78	20%	264.79	20%	269.42	22%
TOTAL ADA	**1584.50**	**100%**	**1316.44**	**100%**	**1201.70**	**100%**
Total Revenue	**$6,530,463**		**$6,412,613**		**$6,453,798**	

(Fremont Unified, Newark Unified, New Haven Unified School District Reports)

School-wide Student Goals

Mission Statement

The 2010 WASC visiting committee identified the MVROP mission statement as an opportunity for growth. A committee was formed comprised of teachers and administration to review the current mission statement and determine how to best reflect the school's direction for the future. As a result of this review, a new mission statement was drafted that encapsulated the ideology, the practice, and the implementation of career technical education. The draft statement was presented to administration and staff and was unanimously approved. Our new mission statement is as follows:

Mission Valley ROP provides relevant career technical education by preparing students for employment and college through industry standard tools, training, and experience.

ESLRs

Since 2003 ESLRs have been integrated into all course outlines as required by the California Department of Education. ESLRs have been included in all public relations materials as well as the MVROP web site. Posters were created and given to all instructors to display in their classrooms and discuss with their students. Posters are also displayed in Career Centers in each of our districts.

Mission Valley ROP ESLRs

"Expected Schoolwide Learning Results"

Upon successful completion of MVROP courses/programs, each student will demonstrate:

1. **Workplace Basic Skills and Behaviors**
   - Apply skills learned in class
   - Analyze information and make decisions
   - Communicate verbally and in writing
   - Work independently and as a team member in a diverse workplace
   - Work reliably, responsibly, and ethically
2. **Career Technical Skills**
   - Demonstrate occupational competencies
   - Use appropriate technology
   - Understand and practice occupational safety standards
   - Demonstrate an awareness of how a business or industry functions
3. **Job Employment Skills**
   - Develop a plan to achieve career goals
   - Use effective search strategies
   - Demonstrate an awareness of the importance of lifelong learning

Instructors are encouraged to develop new lesson plans focused on Employability Skills, Portfolio Development, Work Ethics, Team Building, and Problem Solving topics. ESLRs are presented as part of the New Teacher Training workshop and are part of every Advisory Committee meeting.

Leadership Team members to include: cluster leaders, management and support staff have determined that the ESLRs are still valid, relevant, and appropriate as determinants of student learning at Mission Valley ROP based upon discussions with advisory committee members and internship site mentor evaluations and feedback.

Summary of Instructional & Support Programs

MVROP provides quality career preparation for high school and adult students in the Tri-Cities area. Classroom instruction goals are to prepare all participants for employment, career advancement, and postsecondary training.

- Over 100 sections in Arts, Media, and Entertainment; Building Trades and Construction; Education, Child Development, and Family Services; Finance and Business; Health Science and Medical Technology; Hospitality, Tourism, and Recreation; Information Technology; Marketing, Sales and Service; Public Services; and Transportation offered at nine sites.
- Fremont Unified has approved math credit for high school students in Construction Technology and Marketing 1 & 2.
- University of California credit for 16 courses.
- Articulation agreements for 20 courses at three community colleges.
- Direct Support Professional Training referrals for providers of Developmental Disabled needs testing and certification.
- Student organizations include HOSA, DECA, and SkillsUSA.
- California Partnership Academies include: SHAPE (Science, Health, Athletics, and Physical Education), NMAA (New Media Arts Academy), ITA (Information Technology Academy), Green Ventures Academy, Building Green/Building Smart Academy.

Follow-Up Surveys

Telephone surveys are conducted every January to receive feedback from students that were enrolled in ROP programs the previous year. Respondents are asked six questions concerning their employment status and continued education training. Responses are entered into the ASAP computer database system in order to create methods of retrieving important data for program decisions. The CDE 101-E2 report is completed and submitted by March 15 each year. Students are contacted for the follow-up survey and placement is an unduplicated count of students employed in a related or unrelated field, in postsecondary education in a related or unrelated occupation or in military service as of December 31 of the year following completion of a course.

Follow-Up Surveys

High School Enrollment	2009-10	2010-11	2011-12
Active Duty in the Military	3	13	TBA – 3/2013
Further Education or Training (Related)	73	55	TBA – 3/2013
Further Education or Training (Unrelated)	139	159	TBA – 3/2013
Employed in a Related Field	10	6	TBA – 3/2013
Employed in a Non-Related Field	11	34	TBA – 3/2013
Other	39	108	TBA – 3/2013
Total Responses	275	375	0
Adult Enrollment			
Active Duty in the Military	0	0	TBA – 3/2013
Further Education or Training (Related)	14	0	TBA – 3/2013
Further Education or Training (Unrelated)	15	0	TBA – 3/2013
Employed in a Related Field	9	0	TBA – 3/2013
Employed in a Non-Related Field	9	1	TBA – 3/2013
Other	34	0	TBA – 3/2013
Total Responses	81	1	0

CDE 101-E2 Reports

SECTION II: SIGNIFICANT DEVELOPMENTS

Administrative Changes
In July 2011, MVROP underwent a change in leadership with the retirement of Superintendent Charles Brown. Leadership Associates conducted a superintendent search in partnership with the MVROP Governing Council who in turn hired current Superintendent Pete Murchison. The following year, MVROP hired both a new Director of Educational Services and Coordinator to fill vacancies in the instructional team at the start of the 2012-13 school year. As a result of the change in leadership, MVROP has tailored our focus to strengthening areas of weakness that were noted in the last WASC report and feedback gained from a staff survey.

Proposition 1D Projects/Career Technical Education Facilities Program
As a result of the November 2006 California initiative, voters passed Proposition 1D establishing funds for a number of school facilities programs including career technical education. In October 2007, Mission Valley ROP was awarded a Career Technical Education Facilities Program (CTEFP) Grant to modernize and replace six (6) buildings for the Auto Tech/Auto Body and Fire Science Programs (Buildings #2, 2B, 3, 5, 9A and 9C). Total amount approved was $1,830,000 based on a "50/50" funding match program. Construction began in February 2010 and was completed in April 2012.

In March 2008, Mission Valley ROP was awarded a CTEFP Grant to replace the Fashion Merchandising/Interior Design building (Building #4). Total amount approved was $1,395,000 based on a "50/50" funding match program. Construction began in March 2011 and was completed in October 2011.

Utilizing the Campus
MVROP offered members of our JPA access to our Board Room and classrooms to conduct meetings and to create greater visibility of our programs to our neighboring districts. As economic times become more challenging, we look for every opportunity to leverage resources among our stakeholders and create a positive working relationship throughout the community.

In addition, we have solidified our relationship with our Tri-Cities Chambers of Commerce by encouraging popular community events to take place on our main-center campus, thus creating a fruitful environment where MVROP students and programs can be promoted.

SECTION III: ONGOING SCHOOL IMPROVEMENT

New Website

During the summer of 2012, administrative staff and our web maestra collaborated to roll out a new web site for MVROP. This new design and updated layout created new opportunities to communicate with stakeholders through various channels of outreach. The new MVROP website enables the existing teacher websites to function cohesively with up-to-date program information using multiple approaches to interactive media ranging from student-created videos to calendars equipped with mobile notification capabilities.

Action Plan/Program of Work

The original school-wide action plan was guided by four action teams: Organization for Student Learning; Curriculum, Instruction, and Assessment; Support for Student Personal and Academic Growth; and Resource Management and Development. Since the last WASC visit, the Leadership Team consisting of cluster leaders from each industry sector, classified staff members, and administrators continue to meet on a regular basis to monitor action-plan progress and suggest revisions. Cluster leaders then report progress to staff members within their cluster. Additionally, progress on the action plan is also an agenda item for staff meetings.

As additional priorities developed, new goals and objectives were incorporated, and the original action plan became our program of work through the 2011-12 school year. Under the new leadership, existing school-wide goals were reevaluated by administration. We conducted a survey of all staff in June 2012 to get feedback and perspective in an effort to create goals for future school years. A new program of work was developed based on the results of the survey. New goals and objectives were established and approved by all staff that include supporting students in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals; faculty and staff will be held to aspire to the highest professional standards in career technical education; provide a supportive, trusting, respectful, nurturing learning environment that is equitable for all students; be a leader in developing and implementing career pathways; and provide continuous visibility and understanding to the community about career technical education to further benefit student learning.

This progress report was initially developed by members of the administrative team. It was then disseminated to stakeholders for input and suggested revisions. The administrative team incorporated suggested revisions to this report and presented them to the ROP Governing Board.

SECTION IV: SCHOOLWIDE ACTION PLAN PROGRESS

Progress on Goal #1 – Improve and maintain effective professional development for all staff.
Mission Valley ROP has provided a variety of staff development opportunities for both certificated and classified staff as recommended by the WASC visiting committee.

Keenan Safe Schools Training
Since the last WASC visit, all staff has been required to complete a variety of online training courses through Keenan Safe Schools. These trainings include: Sexual Harassment, Incident Command Systems, Family Reunification, Copyright Infringement, Homeless Students, Disruptive Student Behavior, and Student Drug and Alcohol Abuse. Many staff members have created lesson plans based on the material from these courses to educate and empower students.

SB 1292 – Specially Designed Academic Instruction in English Training (SDAIE)
Twenty-six staff members completed English Language Development (ELD) and Specially Designed Academic Instruction in English Training (SDAIE) training offered through California State University-Stanislaus in the fall of 2007. In addition, 13staff members completed the same 45-hour training through University of California – Riverside in the fall of 2011. Three new staff members will enroll in and complete the program prior to June 2013.

40 Assets
A workshop on 40 Developmental Assets for Adolescents by Search Institute was conducted during staff development in August 2011. In an effort to convey the importance of building assets, a weekly email was sent to all staff members with an "asset building tip" as a way to better connect with students. Staff members were asked to share how they were building assets in their classes and a variety of tips were shared with the entire staff. Additionally, a 40 Asset poster was created by students that highlighted 18 of the 40 assets that teachers were predominantly using to promote a more nurturing learning environment.

Bullying/Cyber Bullying
A Bullying/Cyber Bullying workshop was also conducted during staff development in August 2011 by Adrienne DeWolfe from Alameda County Office of Education (ACOE). Mission Valley ROP recognized the need to foster safe working and educational environments for both students and staff. A committee of certificated and classified staff members was formed to research and create guidelines to prevent bullying and cyber bullying and these guidelines have been incorporated into our policies and procedures for both high school and adult students.

Additional training and professional opportunities for both certificated and classified staff members include but are not limited to: Educating for Careers Conference, CASBO Conference, CAROCP Conference, School Services Workshops, Alameda County Office of Education (ACOE) Workshops, Council on Occupational Education Conference, and Santa Clara County CTE Conference.

Progress on Goal #2 – Provide awareness and visibility of ROP programs among all stakeholders through effective communication.

Website Training

In August 2011, staff development training was provided for all teaching staff by MVROP administration and instructors with the assistance of district IT personnel. The purpose of this training was to empower instructors in creating individual teacher websites to effectively communicate with students, parents, and MVROP stakeholders. Additional support training was conducted throughout the school year.

Business & Industry Partners

Mission Valley ROP utilizes our marque on the corner of Stevenson and Blacow for announcements, recognition of student achievements, and to promote industry partner contributions. In 2011, guidelines were established for nominating, selecting and recognizing business partners who have distinguished themselves above all others in the ways they have contributed to MVROP. Recognition goes to a business partner who has donated cash, equipment and/or training services that is documented and verifiable as listed below:

a. $25,000 or more Platinum Partner
b. $10,000 or more Gold Partner
c. $5,000 or more Silver Partner
d. $1,000 or more Bronze Partner, or a partner provides 10 internships or more within one site and active participation with a program.

In 2012, our first business partner, PetersenDean Roofing and Solar Systems, Inc., was presented the Mission Valley ROP Platinum Educational Business Partner Award. PetersenDean Roofing and Solar Systems, Inc. has partnered with Mission Valley ROP resulting in the design of a one-of-a-kind program curriculum incorporating solar photovoltaic systems training into the Construction Technology program.

A database consisting of over 300 business and industry advisors was created and posted on the staff page of our website. Staff members are able to sort through the database and identify advisors by teacher contacts or by industry sector. Through the use of upgrades to technology, staff members and students are now able to communicate more effectively with advisory members through the use of blogs. All teacher computers also have Skype capabilities as a way to improve communication between advisory or cluster members who are unable to attend meeting in person.

Increasing Community Presence

As a result of our enhanced relationship with the Tri-Cities Chambers of Commerce, we partnered on a joint event where the sole focus was to promote MVROP programs and build onto our existing business and industry advisory committees. MVROP created an Educational Business Partner Promotion video to showcase building career pathway partnerships and the importance of their participation within the process. Nearly 40 new members were recruited and have remained active partners in our advisory committees across all industry sectors. Our programs have also received increased support through donations and equipment due to these new relationships.

During the 2011-12 school year, MVROP accomplished its long-term goal of promoting its programs on every high school campus in the Tri-City area. MVROP administrators and teaching staff collaborated to implement a master promotional event calendar, which included career fairs and program publicity tables at the various school sites. In addition, we made a concerted effort to visit each of the middle

schools in our JPA districts to ensure the success and development of career pathways. Finally, numerous MVROP staff members connected with students and parents during the home school sites' community events.

MVROP hosted California State Senate Majority Leader Ellen Corbett's Select Committee on Green Jobs, Solar, Wind, and Clean Technology's information hearing for electric vehicle deployment and infrastructure. This was an opportunity to involve ourselves in conversations with key business and industry executives from California and throughout the nation regarding the future of electric vehicles and the need for building infrastructures such as charging stations and responding to public demand as its popularity increases. This hearing also resulted in several new business and industry advisory contacts to help implement our new Auto Technology pathway.

During summer 2013 MVROP will host a week-long Technology Camp for middle school students. For the past three years, this program has achieved great success on the Ohlone College campus. The move to MVROP will allow us to showcase our facilities and instructors, and make important early connections with the students we serve.

Service Learning
Students attending ROP classes on high school campuses participate in service learning projects as part of their graduation requirement. In the fall of 2011, MVROP initiated service learning opportunities for students at the main campus, so all students could benefit from participating in a variety of worthwhile causes. One of the projects included a campus-wide food drive by HOSA students in the Nursing Assistant and Anatomy and Physiology classes. Students collected 1225 lbs. of food, which was equivalent to 1021 meals donated to the League of Volunteers (LOV). This was the largest donation that LOV had ever received from one organization. In addition, SkillsUSA students in our Forensic Science class conducted an e-cycling event that kept 3,190 lbs. of e-waste from our local landfills. These students also conducted a waste audit and determined that food scraps was our greatest waste. Their instructor applied for and received a grant to construct a compost bin and the compost will be used in the garden of our Green Ventures academy culinary program located next door at Kennedy High School.

Student and Staff Surveys
A pilot survey was conducted in May 2012 for all senior high school students attending classes at the ROP Center. The primary reason for the survey was to obtain feedback from students regarding attainment of the ESLRs. Additionally, MVROP asked students for their contact information and to volunteer to be part of an alumni group to receive information from MVROP pertaining to job opportunities and volunteering to be guest speakers for their former instructors.

Progress on Goal #3 – Be a leader in developing and implementing career pathways.

UC "a-g" Courses/Articulation Agreements

Mission Valley ROP continues to integrate academic content standards into our CTE curriculum by submitting new courses to the University of California for "a-g" approval. Since our last WASC visit, MVROP has received approval for new courses in the following areas:

Interdisciplinary Forensic Science	"d" Laboratory Science
Computer Graphic Design	"f" Visual and Performing Arts
Digital Imaging 2	"f" Visual and Performing Arts
Digital Photography 2	"f" Visual and Performing Arts
Introduction to Biotechnology	"g" Elective
Sports Therapy	"g" Elective

Certificated and administrative staff members also participated in the University of California Curriculum Institute and successfully submitted the following courses:

Applied Medical English	"b" English
Biological Connections to Energy & Environment	"d" Laboratory Science
Algebra II/Trigonometry in Construction	"c" Mathematics

Additionally, MVROP continues to renew articulation agreements for existing courses with our local community colleges, Ohlone, Mission, and Chabot. We have also submitted new applications and received approval for the following courses:

Introduction to Biotechnology	Ohlone College
Business Ownership	Chabot College
Merchandising and Marketing	Chabot College

Each year we research college catalogs to find comparable courses for articulation or UC submission as a way to help students prepare for college-level courses.

CTE Online Training

In the fall of 2010, several certificated staff members attended a workshop at Fresno County ROP to create standards-based lesson plans. These lesson plans were added to an online database that has a myriad of lesson plans in different industry sectors that teachers can share throughout the state.

Program of Study

In 2011 program of study worksheets by industry sector was completed detailing appropriate high school graduation requirements as well as college entrance requirements. Each career pathway mapped out how career technical education courses could be integrated into a student's schedule. This information was shared with counselors at each of our school districts during our annual Educator's Brunch as well as at the counselor's meeting at Ohlone College.

SECTION V: SCHOOLWIDE ACTION PLAN REFINEMENTS

Common Core

With the implementation of common core standards, career technical education will play an important role in providing the hands-on application needed to assess student learning outcomes. Mission Valley ROP has been very proactive in seeking out opportunities to partner with local school districts. Members of the Instructional Team participated in Common Core workshops during Staff Development days in August 2012 and will continue to provide training for staff throughout the year.

STEM Projects

Mission Valley ROP continues to collaborate with our partnering school districts, Ohlone Community College, LAM Research, Cargill, Chevron Energy Solutions, Genentech, and DeVry University to offer pre-engineering curriculum through Project Lead the Way (PLTW). MVROP is preparing to offer the capstone class of Civil Engineering and Architecture in the 2013-14 school year. PLTW courses to include: Introduction to Design, Principles of Engineering, and Digital Electronics have been offered at American High School for the past three years, and these courses will also be offered at Mission San Jose High School and James Logan High School beginning in 2013-14. We continue to hold monthly meetings with all stakeholders and leverage resources to build a rigorous engineering program. We are also meeting with Junior High administration and presenting this pathway to 8th grade parents in an effort to reach students at a younger age and build interest in the program.

Construction Technology Program

Mission Valley ROP has built an award-winning Construction Technology program over the last few years, being named the "CITEA Program of the Year" in 2011 by the California Industrial Technology Education Association. This program features education and hands on training in carpentry, plumbing, electricity, solar photo voltaic and solar thermal (hot water) systems. Students are prepared for entry level employment in the construction and solar industries. Several business partners have contributed over $170,000 in products and services to this program in the last 4 years.

In 2011-2012 school year, MVROP partnered with John F. Kennedy High School to win one of 21 "Clean Tech" grants funded by CA Department of Education and the California Energy Commission. This competitive grant was awarded to Kennedy High School, based on the strength of their partnership with MVROP's Green Construction Technology program. The program features education and training in renewable energy, energy efficiency and alternative energy, and integrated mathematics; courses in sequence are Algebra 1 in Wood Shop, Geometry in Construction and Algebra 2 in Construction 2; both Geometry in Construction and Algebra 2 in Construction 2 receive UC "c" math admissions credit.

Quick-Visit Forms

Quick-visit forms were designed and implemented in 2012-13 as a way to observe and validate the development of assets after short (10-15 minute) observations of classroom instruction. This form is used proactively and is not part of the formal evaluation process. It provides positive feedback to staff about creating an equitable classroom environment.

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #1 Improve and maintain effective professional development for all staff

Objective #1 Certificated staff is offered training as part of the professional development plan to improve student learning

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
40 Assets Training	C	Pete/Cliff	Consultant	8/11-6/12	Student surveys, faculty and staff observations	Formation of committee, broadcast e-mails from 40 Assets Coordinator, creation of 40 Assets Poster, Faculty and Staff stories regarding student successes shared during "Staff Share"
MS Office 2010 Training	C	Phil, Marie	Consultant	8/11-11/2011	Self-assessment Continued use Staff survey	Reduced stress & frustration Higher comfort level
Keenan SafeSchools Training • Sexual Harassment • Family Reunification • Bloodborne Pathogens	C	Marie	Online Program	8/11-4/12	Formative assessments included in training program	Certificates of Completion
SB 1292-Specially Designed Academic Instruction in English Training (SDAIE)	C	Shelley	University of California Riverside Extension Center E-Learning course	10/2011 to 12/2011	Written Assignments, Forum Discussions, Portfolio	Certificate of Completion for Staff Development

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Bullying/Cyber Bullying Training	C	Shelley	Alameda County Office of Education, National Forum on Character, Consultant, Keenan Safe Schools Online Training, Bullying Committee	8/2010 to 6/2012	Adopted written policy and procedure for reporting bullying in student policies and faculty handbook	Fewer incidents of harassment, fighting, bullying on ROP Center campus
WASC Visiting Committee Training	OG	Shelley	Western Association of Schools and Colleges-Jim Omlid, Margie Trujillo, and Dr. Cliff Adams-Hart	Ongoing	Annual requests from WASC requesting participation, acknowledgment from WASC	WASC Visiting Committee participation
CTE Online Training	C	Shelley	Fresno County ROP,Dr. Cliff Adams- Hart, Jay Crawford, Lehua Lee, Anu Suresh	Fall 2010 to Fall 2011	Created standards-based lesson plans reviewed and approved by CDE approved CTE Online Curriculum Committee	Created lesson plans reviewed, approved, and uploaded to website to be utilized by teachers throughout the state and beyond as model standards based, engaging lessons; discussion blog from other teachers on how utility of lessons
University of California Curriculum Institute	C	Shelley	University of California, CDE, Anu Suresh, Jim Omlid, Stan Hearne, KHS Team	Fall 2010,Fall 2011, Spring 2012	Review and approval of created standards-based curriculum from UC Curriculum Staff	Acknowledgment from UC regarding successful curriculum submission, curriculum added to approved list on

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

						UC Doorways website, invitation for MVROP teacher to participate in future Institutes with expanded role as facilitator. Course approvals: Applied Medical English "b", Biological Connections to Energy and Environment "d", and Algebra II/Trig in Construction "c"
Educating for Careers Conference	OG	Shelley	Tech Prep funds from Ohlone College, California Partnership Academy grant funds, MVROP teachers participating in CPAs	Annually in February	Meeting attendance at conference, collaborative meetings between CTE and academic teachers after conference	Increased number of CPAs operating collaboratively with MVROP teachers, increased number of at-risk students served within CPAs
Service Learning & Community Service Training	C	Margie	Alameda County Office of Education	October 2011 to June 2012	Training sessions with Nate Ivy from ACOE	Increased number of service learning opportunities for students
Website Training	C	Phil	Jeanette Rouscher, FUSD Technology Department, MVROP Technology Committee	August 2010 to November 2011	Live teacher websites available for public utilization	Number of hits per website

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Training on utilization of blogs, discussion boards, through teacher websites to facilitate communication among students and business/industry partners	OG	Phil	Phil, Teachers, Instructional Team	Ongoing	Monitored use of blogs and discussion boards during 2012-2013 school year	Number of students and business partners who participate, increased support of programs from partners
Attend Networked EV Conference at PG&E	C	Jim	Jim Omlid, Eba Mohammed	Oct 3, 2011	Attend for Networking and industry knowledge	Made contact with GreenTech Media that lead to Tesla Motors contacts

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #1 Improve and maintain effective professional development for all staff

Objective #2 Classified staff is offered training as part of the professional development plan

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
40 Assets Training	C	Pete/Cliff	Consultant	8/11-6/12	Student surveys, faculty and staff observations	Formation of committee, broadcast e-mails from 40 Assets Coordinator, creation of 40 Assets Poster, Faculty and Staff stories regarding student successes shared during "Staff Share"
MS Office 2010 Training	C	Phil, Marie	District staff, ACOE, consultant	8/11-11/2011	Self-assessment Continued use Staff survey	Reduced stress & frustration Higher comfort level with new software
Keenan SafeSchools Training • Sexual Harassment • Family Reunification • Bloodborne Pathogens	C	Marie	Online Program	8/11-4/12	Formative assessments included in training program	Certificates of Completion and Keenan Program Reports
Bullying/Cyber Bullying Training	C	Shelley	Alameda County Office of Education, Consultant, Keenan Safe Schools Online	8/2010 to 6/12	Adopted written policy and procedure for reporting bullying	Fewer incidents of harassment, fighting, bullying on ROP Center

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

			Training, Bullying Committee		in student policies and faculty handbook	campus
CASBO Workshops	OG	Marie	CASBO	9/10-present	Attendance and registration	Staff updates and reports
CAROC/P Conference	OG	Marie	CAROC/P	9/10-present	Attendance and registration	Staff updates and reports
School Services workshops	OG	Marie	School Services of California	9/10-present	Attendance and registration	Staff updates and reports
ACOE workshops	OG	Marie	Admin, ACOE	9/10-present	Attendance and registration	Staff updates and reports

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #2 Provide Awareness and Visibility of ROP Programs Among All Stake Holders Through Effective Communication

Objective #1 Expand the Use of the Technology as a Communication Tool

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Creation of teacher videos	C	Allison	Barbara Feist and students of Digital Video Arts Production, participation of MVROP teachers and students	Fall 2010 to present	Feedback from educational partners, Board Trustees, and JPA districts, and community	Completed videos viewed on teacher websites
Archived press releases, student success stories, staff success	C	Allison	Phil Subasa, Elba Rios	Fall 2010 to present	Number of archived stories available for review	Access to past stories visible on website through "press release" and "news" archives link
Teacher websites available through MVROP website	C	Phil	Dan Chase, Jay Crawford, Ray McDonell,	August 2011-November 2011	Review of websites by Technology Committee and Instructional Team	Launching of teacher websites by November 1, 2011
Business and Industry Acknowledgement	C	Allison	Elba Rios, Instructional Team, Leadership Team	Spring 2011 to present	Business and Industry Acknowledgement Guidelines Disseminated to Faculty	First Platinum Educational Business Partner Award presented to PetersenDean on 3.8.12
College and Career Specialist meetings include counselors and HS campus ROP liaison	C	Allison	Instructional Team	Fall 2011 to present	College and Career Specialists, high school counselors and	High attendance rates and increased communication between MVROP and high school staff

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

					administrators	
MVROP Social Media Sites for Industry Sectors, Students, and Advisors	OG	Phil	Ray McDonell, Dr. Cliff Adams-Hart, Allison Aldinger	Fall 2011 to present	Review of websites by Technology Committee, Administrative Team, and Board of Trustees	Student utilization and advisor participation
MVROP Educational Business Partner Promotion Video	C	Allison	Barbara Feist, Shelley Adams	Spring 2011	Video showcased at 4.19.12 MVROP Building Career Pathway Partnerships Event	Video uploaded to www.mvrop.org website to showcase partnership possibilities
MVROP Educational Business Partner & Advisor Database	C	Phil	Instructional Team, Allison Aldinger, MVROP Instructors	Fall 2011 to 6/2012	Review of database by Administrative Team, Board of Trustees, MVROP Instructors	Database information used to develop and expand relationships for 4.19.12 Building Career Pathway Partnerships Event
MVROP Marquee Announcements	OG	Allison	Phil, MVROP Teachers	Fall 2011 and ongoing	Public recognition of student success and educational business partners	MVROP Commitment Form requesting marquee announcement recognition
MVROP Business Partnership Fliers	C	Jim/Instructional Team/Allison	MS Publisher Software document; converted to PDF for emailing and printing	Jan 2012, develop draft of Business Partnership Fliers for promotional work	Present draft to MVA for refining. Use drafts for personal outreach to new partners	Presented to MVA in Jan 2012. Used draft document in outreach to Tesla Motors, and other business partners

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #2 Provide Awareness and Visibility of ROP Programs Among All Stake Holders Through Effective Communication

Objective #2 Develop a Procedure to Allow Tracking of Student Progress After the Completion of ROP Program

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Parent/Community Social Media Survey	C	Phil/Jim	Survey Monkey, Paper copy available at Open House 2011	October 2011	Tabulate and analyze survey results	Analysis Completed Jan 2012
Develop Student survey regarding use of Social Media for post-graduation contacts with MVROP	C	Phil/Jim	Survey Monkey	April 30, 2012; introduce to students in selected programs May 2012	Complete intro to: AME, Automotive, Medical, ICT, Sales Marketing, Public Services, Culinary	Survey complete, teachers informed at May Staff meeting, checklist of programs to introduce and completion date established

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #2 Provide Awareness and Visibility of ROP Programs Among All Stake Holders Through Effective Communication

Objective #3 Provide Teacher Websites to be Accessed by Students, Parents, and Staff to Provide Consistency of Information

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Technology Committee Re-established	C	Phil	Volunteer Committee Members	September 2010 to June 2012	Regular meetings with Technology Committee	Submission of updated Board Policy re: Employee Use Agreement, creation and submission of teacher website guidelines
Teacher Website Training	C	Phil	Dan Chase, Jay Crawford, Ray McDonell,	August 2011- November 2011	Review of websites by Technology Committee and Instructional Team	Launching of teacher websites by November 1, 2011.
Parent/Community Social Media Survey	C	Phil/Jim	Survey Monkey, Paper copy available at Open House 2011	October 2011	Survey results	Social media available to students
Develop new student guidelines for technology	C	Phil, Tech Committee, Instructional Team	Technology Plan	Summer 2012	Guidelines complete	Dissemination of new student guidelines during first week of school
Develop new technology plan for next three years	IP	Phil, Tech Committee, Instructional Team	Reserve funds set aside for Technology upgrades	Spring 2013	Technology upgrades ordered and installed	Technology Plan communicated to stakeholders

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #3 Be a Leader in Developing and Implementing Career Pathways

Objective #1 Increased Integration of Academic Content Standards into the CTE Curriculum

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Update course outlines	OG	Margie Trujillo	Business and Industry Partners, MVROP staff and instructors	Ongoing	Add academic and foundation standards to MVROP courses	All MVROP courses include academic and foundation standards
Submit new courses for a-g approval	OG	Margie Trujillo	MVROP instructors, UC staff	Ongoing	UC approval	New courses approved each year
Articulate courses with Community Colleges	OG	Margie Trujillo	MVROP instructors, CC staff	Ongoing	Articulation agreements	Students earning CC credit
CTE Online	C	Shelley Adams	Cliff Adams-Hart, Jay Crawford, Lehua Lee, Sal Jacquez, Brian Ausland	Ongoing	Online lesson plans	Increased lesson plans in all industry sectors

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #3 Be a Leader in Developing and Implementing Career Pathways

Objective #2 Increased the Number of Business and Industry Partnerships

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Newark Chamber of Commerce-Fremont Street Eats	ON	Pete	Fremont Chamber of Commerce, MVROP Facility	October 2011 to present	Feedback from Fremont Chamber of Commerce	Request for return of Fremont Street Eats each year
CTE Advisory Committee Meeting	C	Pete/Shelley	Newark Chamber of Commerce Membership, MVROP created database of current Advisory Committee members	April 19, 2012	New members for industry advisory committees	Returning members each year for committee meetings
California Partnership Academy at Kennedy-Build Green, Build Smart	C	Pete/Jim	Petersen Dean Solar Systems and Roofing, Kennedy High School Admin, Instructional Team	October 2011 to present	Notification of awarding of $15K implementation grant	New classes for the BGBS academy
Project Lead the Way Tri-Cities Consortium	OG	Shelley	Lam Research, SEMI Foundation, San Jose State University, DeVry Institute	Fall 2009 to present	Number of students who apply/attend post secondary institutions as engineering majors	2 class sections each started at American HS and Logan HS 2010-2011
Building Partnership Event	C	Pete	Tri-Cities Chambers of Commerce	April 19, 2012	Business Partnership Commitment Form Completion	Increased number of business partners

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #3 Be a Leader in Developing and Implementing Career Pathways

Objective #3 Staff Training on the CTE Standards and Frameworks

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
CTE Online Training	C	Shelley	Fresno County ROP,Dr. Cliff Adams- Hart, Jay Crawford, Lehua Lee, Anu Suresh	Fall 2010 to Fall 2011	Created standards-based lesson plans reviewed and approved by CDE approved CTE Online Curriculum Committee	Created lesson plans reviewed, approved, and uploaded to website to be utilized by teachers throughout the state and beyond as model standards based, engaging lessons; discussion blog from other teachers on how utility of lessons
University of California Curriculum Institute	C	Shelley	University of California, CDE, Anu Suresh	Fall 2010,Fall 2011, Spring 2012	Review and approval of created standards-based curriculum from UC Curriculum Staff	Acknowledgment from UC regarding successful curriculum submission, curriculum added to approved list on UC Doorways website, invitation for MVROP teacher to participate in future Institutes with expanded role

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

						as facilitator
Program of Study for MVROP Programs	C	Shelley Adams and Dr. Cliff Adams-Hart	CDE Program of Study Template	Fall 2010 to Spring 2011	Program of Study spreadsheet completed	Program of Study distributed to all schools within JPA

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2010-2012 School Year

Goal #3 Be a Leader in Developing and Implementing Career Pathways

Objective #4 Create Learning Opportunities for Students to Interact with Local Community

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Provide service learning opportunities for students in different industry sectors	C	Margie Trujillo	-Service Learning Waste Reduction Project (SLWRP) -League of Volunteers -SAVE - C&T Recycling -Earth Team	Ongoing	Variety of projects with non-profit organizations that benefit the community	Increased student participation in service learning projects
1. Annual e-cycling event	C	Gordon Sanford and SkillsUSA students	C&T Recycling	Ongoing	Increased community awareness of event	Increased donations
2. Food drive for the holidays	C	Irene Brucker and HOSA students	League of Volunteers	Ongoing	Student awareness in all classes	Increased donations from staff and students
3. Toys for Tots drive for the holidays	C	Sal Jacquez and Fire Science students	SAVE	Ongoing	Student awareness in all classes	Increased donations from staff and students
4. Waste audit	C	Gordon Sanford and students	Earth Team/SLWRP	Ongoing	Food was largest component of waste	Create compost bin for Green Ventures garden
5. Mentor children and create activities for play groups	C	Janay Shepherd and students	Abode Services	Ongoing	Student awareness in all classes	Increased number of children participating in activities
6. Restoration project at Mission Adobe Park	C	Margie Trujillo and various instructors	LEAF, CalNurco	Ongoing	Student awareness in all classes	Restoration of various projects throughout the park

*(NS = Not Started, IP = In Progress, OG = Ongoing, C= Complete)

Mission Valley ROP Instructional Administration Program of Work
2012-13 School Year

Goal #1: MVROP students will be supported in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals.

Objective #1: To document how participation and successful completion of MVROP classes and programs have provided support for student's personal and academic growth.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
MVROP high school exit survey for Junior and Senior students at the MVROP Center Campus and High School sites	OG	Instructional Team, IT Manager	Surveymonkey	Per Semester	Analysis of data from surveys	Data that supports improving participation and completion of classes
Follow up survey for former MVROP students (graduates)	OG	Instructional Team, IT Manager	Surveymonkey, email addresses	Annually	Analysis of data from surveys	Data that supports improving participation and completion of classes

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #1: MVROP students will be supported in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals.

Objective #2: Embrace Common Core State Standards to demonstrate MVROP's leadership in implementing CCSS within CTE.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Provide staff development training for implementation into curriculum (FUSD Administrative Development- CCSS)	OG C	Administrative Team, Leadership Team Jim Omlid and Margie Trujillo	JPA Districts, ACOE, SCCOE, CDE FUSD	2012-2013 school year August 21-22, 2012	Documented attendance and participation of MVROP staff Completion of workshop	Sharing of information learned at workshop with other staff
Partner with School Districts	OG	Administrative Team, Leadership Team	JPA Districts	2012-2013 school year	Documented attendance and participation of MVROP staff	
Preview/ write implementation plan for CCSS	IP	James Briano	CCSS, Staff Members	June 2013	Leadership sign-off on implementation plan	Completed lesson plans and assessments that link to CCSS

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #1: MVROP students will be supported in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals.

Objective #3: Students will demonstrate and document attainment of the ESLRs.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Develop, disseminate, and implement ESLR assessments for students per cluster	OG	Certificated staff, Leadership Team	ESLRs, Advisory Committees, Cluster Leaders, Educational Business Partners	June 2013	Course completions, observations,	Successful internships, job shadows, professional observations

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #2: MVROP faculty and staff will be held and aspire to the highest of professional standards in career technical education.

Objective #1: Encourage staff to pursue professional development opportunities that improve teaching strategies, and student outcomes.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Completion of Keenan Online Training	OG	Director of Business Services	Keenan Safe Schools	June 2013	Completion of courses/ training	Certificates of Completion for five mandatory trainings
Promote individual staff members participation in online workshops and courses	OG	MVA	EBSIG, Keenan Safe Schools, ACOE	June 2013	Completion of courses/ training	Certificates of Completion for five mandatory trainings
WASC Visiting Committee Training	OG	Director of Educational Services	Western Association of Schools and Colleges- Margie Trujillo, Jim Omlid, James Briano, and Dr. Cliff Adams-Hart	Ongoing	Annual requests from WASC requesting participation, acknowledgment from WASC	WASC Visiting Committee participation
Educating for Careers Conference	OG	Director of Educational Services	Tech Prep funds from Ohlone College, California Partnership Academy grant funds, MVROP teachers participating in CPAs	Annually in February	Meeting attendance at conference, collaborative meetings between CTE and academic teachers after conference	Increased number of CPAs operating collaboratively with MVROP teachers, increased number of at-risk students served within CPAs

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #2: MVROP faculty and staff will be held and aspire to the highest of professional standards in career technical education.

Objective #2: Staff will embrace the use of technology to support student learning and the delivery of content within the classroom environment.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
All staff members will expand the use of technology to improve instruction	IP	MVA, Certificated Staff	School website, teacher websites, Advisory Committees, Business Partners	June 2013	MVA Observations, Student Exit Survey, Teacher Survey	Documented increases in the use of technology, observations
Identify and expand the use of industry specific technologies required in each career pathway	IP	MVA, Certificated Staff	Advisory Committees, Business Partners MVROP Budget, MVROP Owned Equipment	June 2013	MVA Observations, Student Exit Survey, Teacher Survey	Documented increases in the use of technology, observations

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #3: MVROP will provide a supportive, trusting, respectful, nurturing learning environment that is equitable for all students.

Objective #1: Design activities and assessment processes to promote equity though observable behavior in classrooms.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Design and implement a Quick Visit Form that will document an equitable learning environment	C	Instructional Team, Certificated Staff,	40 Developmental Asset Data	2012-2013 School Year	Classroom visits and observations documented on the NCR Forms	Documented positive results on NCR Forms in reference to classrooms and MVROP as a whole
Provide professional development, including guest speakers, to promote a nurturing learning environment	OG	MVA Team, Leadership Team	Staff Development Funds	2012-2013 School Year	Ongoing feedback from staff members, review of staff development staff training sessions, staff survey responses	Student survey results, quick visit form results, student exit exam results

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #4: Be a Leader in Developing and Implementing Career Pathways

Objective #1: Provide professional development opportunities in California Partnership Academies, programs of study, strategies for implementing career pathways and grant application processes

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Host Geometry in Construction Workshop	IP	Jim Omlid	CDE, MVROP Facilities, MVA, CPA Grant Funds	August 20-24, 2012	Completion certificate, attendee feedback	Lesson plan development, additional workshops, successful CPA
Create Project Lead the Way (PLTW) Pathway Plan with Educational Partners	IP	Margie Trujillo	LAM Research, PLTW Advisory Committee, MVROP Facilities and Budget	June 2013	Identify and send staff to training for PLTW curriculum	Increase sections of PLTW courses on HS campuses in JPA Districts

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #4: Be a Leader in Developing and Implementing Career Pathways

Objective #2: Pursue partnerships to identify articulation opportunities, new potential career pathways, and grant opportunities. Submit at least two new articulation agreements

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Create connections with Junior High Schools, parents and students that will support improved career exploration and new career pathway opportunities	IP	Instructional Team, MVA	Parent Nights at Jr. HS, Open House at American HS	2012-2013 School Year	Stronger relationships with Jr. HS Administration	Increased enrollment, parent feedback,
Create Project Lead the Way (PLTW) Capstone course at the MVROP Center Campus	IP	Margie Trujillo	LAM Research, PLTW Advisory Committee, MVROP Facilities and Budget	2013-2014 School Year	Students registering for capstone course	
Pursue Information Communication Technology (ICT) Pathway Opportunity with FUSD (Thorton Jr. HS, and American HS)	IP	Instructional Team				

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

Goal #5: Provide continuous visibility and understanding to the community about Career Technical Education to further benefit student learning

Objective #1: To effectively communicate the MVROP mission, demonstrate program offerings, promote events, partnerships, and staff and student success, and create an open dialogue among community stakeholders.

ACTIVITIES	STATUS*	PERSON(S) RESPONSIBLE	RESOURCES	TIMELINE	ASSESSMENT	INDICATORS OF PROGRESS
Re-design and publish the school website (www.mvrop.org) to increase visibility within the community	IP	IT Manager, Webmaster, PR Administrator, MVA	Schoolwires, MVROP Budget, FUSD	Summer 2012	Staff feedback, Board Member feedback, Stakeholder feedback	Increased site traffic, increased participation by all stakeholders
Continue to promote MVROP activities to key stakeholders	OG	MVA, MVROP staff				
Conduct survey of former MVROP students to demonstrate the impact of MVROP career technical education (CTE) programs	NS	IT Manager, MVA	Surveymonkey, student emails	Twice annually	Review of survey responses	Number and type of responses given in survey

*(NS=Not Started, IP=In Progress, OG=On Going, C=Complete)

SECTION VII: APPENDIX

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School Year 2012 - 2013
Mission Valley ROP Governing Council

Fremont Unified School District Representatives



Larry Sweeney, Vice-President



Lily Mei, Alternate

Newark Unified School District Representatives



Ray Rodriguez, Alternate



Nancy Thomas, Clerk

New Haven Unified School District Representatives



Jonas Dino, President



Sarabjit Cheema, Alternate

In the absence of the clerk, council elects a clerk "protem" to sign off on minutes and other documents before the meeting can proceed. Meetings are held on the 3rd Thursday of the month at 4pm.

MVROP Administrative Staff:

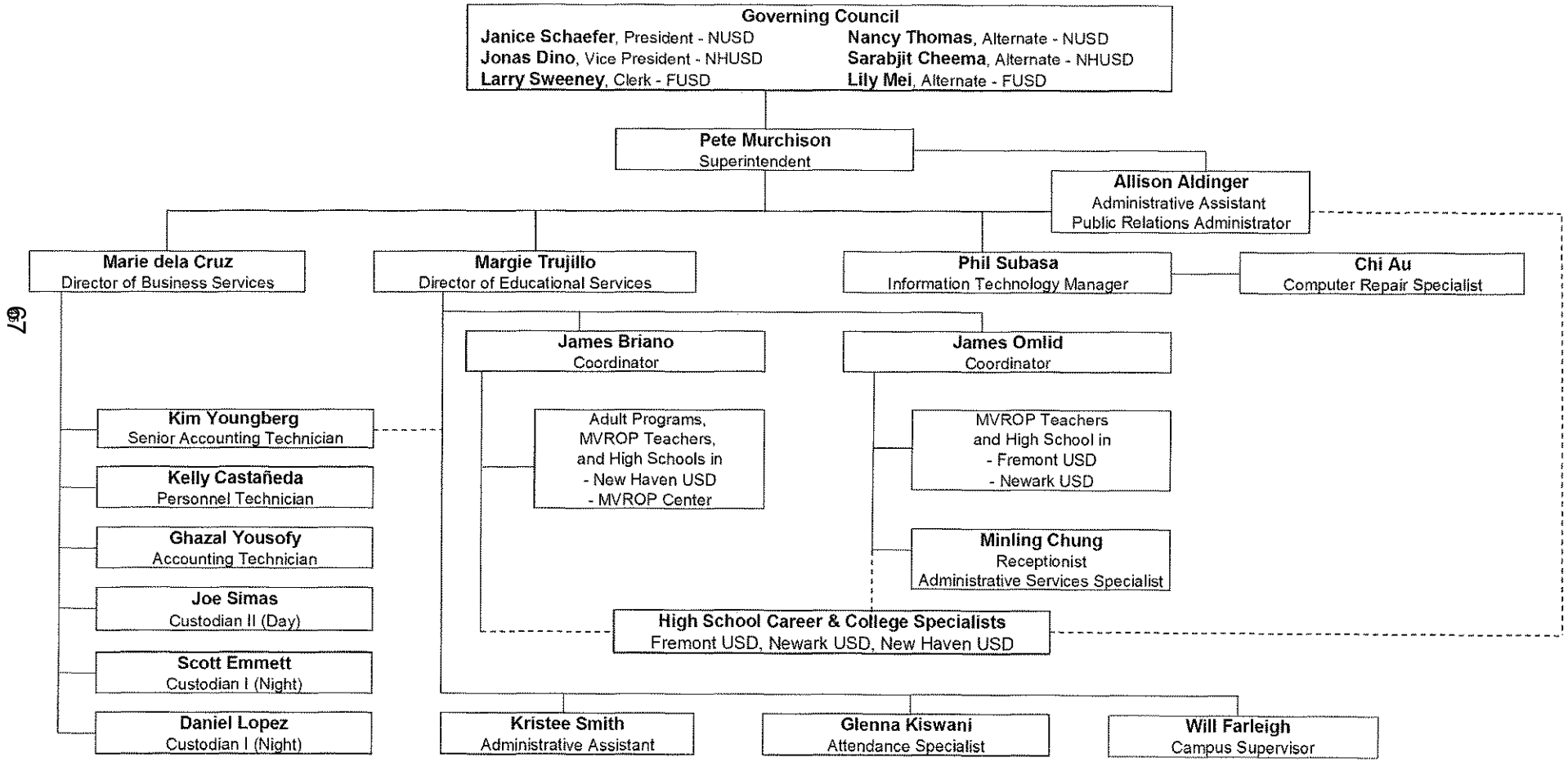
Pete Murchison, Superintendent
Margie Trujillo, Director of Educational Services
Marie dela Cruz, Director of Business Services
Jim Omlid, Coordinator
James Briano, Coordinator
Phil Subasa, Information Technology Manager
Allison Aldinger, PR Administrator

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Mission Valley ROP

Career Technical Training Center

ORGANIZATIONAL CHART 2012-2013



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MISSION VALLEY ROP
Career Technical Training Center
Management Staff Responsibilities

PETE MURCHISON – Ext. 15140
- Governing Council
- Contracts
- Governance of WASC Action Team
- WASC Action Team (all admin.)
  - Organization for student learning
- Complaints and conflict resolution
- Occupational advisory committees (as assigned)
- Staff supervision & evaluation
  - Margie Trujillo
  - Marie dela Cruz
  - Allison Aldinger
  - Phil Subasa
- Professional Associations
  - ACSA
  - Alameda Co. WIB
  - CAROCP/CALCP
  - Chamber of Commerce
  - WIA Youth Council
  - Rotary
  - ACTE
  - Alameda County Office of Ed.
  - California Department of Ed.
- District superintendents
- Facilities planning and leasing
- Community relations
- Legislation and advocacy
- Legal and governmental issues

Back up:
Marie dela Cruz, Margie Trujillo

JAMES BRIANO – Ext. 15137
- Coordinator for New Haven USD and ROP Center
- Staff supervision & evaluation
  - All support staff (input only)
  - High school teachers (NHUSD/ROP Center)
- Complaints and conflict resolution
  - Adult Students
  - High Schools Teacher Issues (NHUSD)
- Staff development
  - New teacher workshops
- Articulation
- Professional Associations
  - CAROCP
- Student Organizations
  - SkillsUSA
  - HOSA
- Perkins
- Job Referral Information
- Curriculum development, review, and revision
  - Education, Child Development, and Family Services
  - Finance and Business
  - Health Science and Medical Technology
  - Hospitality, Tourism, and Recreation
  - Marketing, Sales, & Service
- Industry Certification
- Adult Education (liaison)
- CalWORKS
- ETPL-Employment Training Provider List
- WIA
- Occupational advisory committees (as assigned)
- Evening classes
- One Stop affiliate status
- Community reference directory
- Summer school principal
- UC course approvals
- WASC Action Team (all admin.)
- Counselors meetings for NHUSD

Back up:
Jim Omlid, Margie Trujillo

MARIE DELA CRUZ – Ext. 15145
- Staff Supervision & Evaluation
  - Support Staff (input only)
  - Kelly Castaneda
  - Ghazal Yousofy
  - Kim Youngberg
  - Scott Emmett
  - Danny Lopez
  - Joe Simas
- Attendance (Lead)
- Professional Associations
  - CAROC Business Officials
  - CASBO
- Budget Development/Management
- Statistical Reports
- Information Management
  - Projections
  - Revenues/Expenditures
  - Spreadsheets
- Inventory
- Final Claims & Payment
- Insurance
  - Theft & Vandalism
  - Workers Comp
- State Forms & Reports
- WASC Action Team (all admin.)
  - Resource Management/Development
- Employee Handbook
- Crisis Response
- Facilities Maintenance and Operations
- Custodial Services
- Human Resources
  - New Hires/Employment Status
  - Substitutes
  - Time cards
  - Leave Requests
  - Benefits
- Business Services
  - Accounting
  - Purchasing
  - Warehouse
  - Audit
  - Payroll
  - Transportation

Back up:
Margie Trujillo, Pete Murchison

ALLISON ALDINGER – Ext. 15141
- Admin Assistant to Superintendent
- Administrative Support to Governing Council
- Board packet
- College and Career Specialists
- Public Information Liasion
- Coordination of MVROP student tours and school events
- Recognition & Awards
  - Staff
  - Teachers
  - Students
  - Business Partners
- WASC Action Team (all admin.)
  - Public Information
- Private School Contacts
- Advertising
- Media Relations
- Professional Associations
  - CAROCP
  - Chamber of Commerce
- CalSPRA
- CCRN
- Staff Development (Facilities and Program)
- Counselor Outreach
- ROP Web Page
- ROP Marquee
- ROP Newsletter

Back up: Kristee Smith

Margie Trujillo – Ext. 15138
- Staff supervision & evaluation
  - Support Staff (input only)
  - Jim Omlid
  - James Briano
  - Kristee Smith
  - Glenna Kiswani
  - Will Farleigh
  - Elba Rios (Web Page)
- Program and staff development
- Complaints and conflict resolution
- Professional Associations
  - ACSA
  - CAROCP
  - Soroptomist, International
- Curr.develop/review/revision (Lead)
  - Arts, Media, Entertainment Tech
- WASC Action Team (all admin.)
  - Curriculum and instruction
- Credentials
- Certificated Job Postings/Hires
- Coordinator functions
- DSP grant
- Occupational advisory committees (as assigned)
- Advisory committee (Lead)
- Teacher of the Year
- Instructional Program Budget Develop
- Instructional Technology Development.
- Surveys
  - Distribution
  - Analysis
- ASAP Lead
- HS registration and class enrollments
- ROP Certificates of Competency
- Instructional/Student Policies
- Principals' meetings
- Student complaints & conflict resolution
- WASC Leadership Team Chair
- Handbooks
  - Teachers
  - CC/CVE
  - Advisory Committee
- Labor market surveys

Back up:
Pete Murchison, Jim Omlid, James Briano

JIM OMLID – Ext. 15120
- Coordinator for Fremont USD and Newark USD
- Staff supervision & evaluation
  - All support staff (input only)
  - Minling Chung
  - High school teachers (FUSD/NUSD)
- Complaints and conflict resolution
  - High school teacher issues (FUSD, NUSD)
- Staff development
  - New teacher workshops
- Student complaints and conflict resolution
  - High school students (FUSD, NUSD)
- Articulation
- Professional Associations
  - CBEA
  - CITEA
- Student Organizations
  - DECA
- Transportation
- Occupational advisory committees (as assigned)
- Curriculum Development, Review and Revision
  - Information Technology
  - Public Services
  - Engineering and Design
  - Building Trades
  - Energy and Utilities
  - Transportation
- High school registration
- UC course approvals
- College and Career Specialists liaison
- Industry certification
- Counselor outreach
- Counselors' meetings for Fremont USD and Newark USD
- WASC Action Team (all admin.)
- Green Initiatives

Back up:
James Briano, Margie Trujillo

PHIL SUBASA – Ext. 15158
- Computer System
  - Help Desk
- Computer System Management
  - Micro Computers
- Internal Web System
- Staff Development
  - Technology (Phil Subasa/Chi Au)
- Technology Lead-advise, recommend, purchase authority for ROP
- Audio, Video , Broadcast Support
- Network Systems/Servers Management, Coordination and Repair
- Technology Committee Chair
- Instructional Technical Support
- Technology Plan Lead
- Technology Staff Training
- MIS
  - ASAP data and reports
- Supervision and Evaluation
  - Chi Au
- WASC Action Team (all admin.)

Back up: Chi Au

Rev: 10/1/12 mt

Mission Valley ROP

Career Technical Training Center

2012-13 Course List

Arts, Media, and Entertainment Technology
(Curriculum Development: Margie Trujillo)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Elba Rios - Cluster Leader	2D Animation, Digital Photography 1, 2	James Logan	NHUSD	James Briano
Thomas Bartholomew-Couts	Animation, Digital Photography 1, 2, 3	American	FUSD	Jim Omlid
Shiloh Burton	Digital Photography 1, 2, 3	Irvington	FUSD	Jim Omlid
Dan Chase	Digital Imaging 1, Digital Video Arts, Animation, Game Design/Interactive Media	Irvington, MVROP Center	FUSD, MVROP	Jim Omlid
Barbara Feist	Digital Video Arts Production 1, 2, 3	MVROP Center	MVROP	Jim Omlid
Raymond McDonell	Digital Sound Design, Motion Graphics	MVROP Center	MVROP	James Briano
Valerie Montano	Digital Imaging 1, Digital Photography 1, 2D Animation	Mission San Jose	FUSD	Jim Omlid
Tom Murray	Digital Photography 1, 2, 3	Kennedy	FUSD	Jim Omlid
Richard Yacco	Television Broadcast Technology	James Logan	NHUSD	James Briano

Health Science and Medical Technology
(Curriculum Development: James Briano)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Cliff Adams-Hart - Cluster Leader	Medical Assisting	MVROP Center	MVROP	James Briano
Anberlee Aviña (SHAPE Coordinator)	SHAPE 10th Grade – Personal Trainer, Sports Psychology	Irvington	FUSD	Jim Omlid
Irene Brucker	Anatomy and Physiology, Nursing Assistant	MVROP Center	MVROP	James Briano
Masiha Farooq	Introduction to Biotechnology	Newark Memorial	NUSD	James Briano
Ngan Ha	Pharmacy Clerk 1, 2	MVROP Center	MVROP	James Briano
Lehua Lee	Sports Therapy 1, 2, SHAPE Seminar	Irvington, MVROP Center	FUSD, MVROP	James Briano
Breanne McCallum	SHAPE 9th Grade – Intro to Personal Trainer	Irvington	FUSD	Jim Omlid
Dhana Uppula	Medical Occupations, Medical/Health Careers	James Logan	NHUSD	James Briano

Hospitality, Tourism, and Recreation
(Curriculum Development: James Briano)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
►Herve LeBiavant – Co-Cluster Leader	Intro to Culinary Arts and Hospitality, Culinary 1	James Logan	NHUSD	James Briano
► Mari Moschetti - Cluster Leader	Intro to Culinary Arts and Hospitality, Culinary 1, 2, Event Planning and Catering	Kennedy	FUSD	Jim Omlid
►Christopher Skrocke – Co-Cluster Leader	Intro to Culinary Arts and Hospitality, Culinary 1, 2,	Newark Memorial	NUSD	Jim Omlid
Mike Carey	Culinary Arts 1, 2	American	FUSD	Jim Omlid

Industrial Technology
(Curriculum Development: Jim Omlid)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Doug Nahale - Cluster Leader	Basic Car Care, Automotive Technology 1, 2	Washington	FUSD	Jim Omlid
Stan Hearne	Construction Technology 1, 2, Geometry in Construction	MVROP Center	MVROP	Jim Omlid

Information Technology
(Curriculum Development: Jim Omlid)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Hector Albizo - Cluster Leader	Computer Support Specialist 1, 2, Network Support Technician 1	Irvington	FUSD	Jim Omlid

Marketing, Sales, and Service
(Curriculum Development: James Briano)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Bruce Voeltz - Cluster Leader	Business Ownership, Money Management, Computer Applications, Work Experience	Newark Memorial	NUSD	Jim Omlid
Gary Marsh	Business Ownership, Marketing 1, 2	American	FUSD	Jim Omlid
Janay Shepherd	Careers in Education, Special Ed. Marketing, Money Management	MVROP Center, Robertson	MVROP, FUSD	James Briano

Mission Valley ROP

Career Technical Training Center

2012-13 Course List

Public Services
(Curriculum Development: Jim Omlid)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Steve Mendez – Cluster Leader	Law Enforcement/Homeland Security	James Logan	NHUSD	James Briano
Stan Rodrigues (Lead Instructor)	Law Enforcement/Homeland Security	James Logan	NHUSD	James Briano
Brandon Hayward	Law Enforcement/Homeland Security	James Logan	NHUSD	James Briano
Jay Crawford	Law Enforcement/Homeland Security, Forensic Science 1, 2	American, MVROP Center	FUSD, MVROP	James Briano
Bernadette Eichensehr	Fire Technology 1, 2	MVROP Center	MVROP	James Briano
Sal Jacquez (Lead Instructor)	Fire Technology 1, 2	MVROP Center	MVROP	Jim Omlid

Transportation Technology
(Curriculum Development: Jim Omlid)

TEACHER	Course	SCHOOL SITE(S)	DISTRICT	PROGRAM MANAGER
► Doug Nahale - Cluster Leader	Basic Car Care, Automotive Technology 1, 2	Washington	FUSD	Jim Omlid
John Cimino	Auto Painting and Refinishing 1, 2	MVROP Center	MVROP	Jim Omlid
Eba Mohammed	Basic Car Care, Automotive Technology 1, 2	James Logan	NHUSD	James Briano

Articulation Agreements
Mission Valley ROP/Ohlone College

MVROP/ High School Course	Course Outline Name	ROP Instructor	Ohlone Course	Ohlone Instructor	Valid through 2015
Arts and Media					
Television Technology	TV Broadcast Technology	Richard Yacco	BRDC 142 - 3 units	Walter Birkedahl	1/24/2013
Education					
Careers in Education 1	Careers in Education	Janay Shepherd	ECS 300 & 195 - 6 units	Janice Jones	1/24/2013
Careers in Education 2	Careers in Education	Janay Shepherd	ECS 311 & 195 - 4 units	Janice Jones	1/24/2013
Health/Human Services					
Anatomy and Physiology	Anatomy and Physiology for Health Professionals	Irene Brucker	BIOL 104 - 4 units	Margaret Kauffman	1/24/2013
Intro to Biotechnology	Introduction to Biotechnology	Masiha Farooq	BIOT 100 - 3 units	Laurie Issel-Tarver	1/24/2013
Biotechnology 1	Biotechnology 1	Masiha Farooq	BIOT 105 - 4 units	Laurie Issel-Tarver	1/24/2013
Biotechnology 2	Biotechnology 2	Masiha Farooq	BIOT 101 - 4 units	Laurie Issel-Tarver	1/24/2013
Sports Therapy 1	Sports/Physical Therapy	Lehua Lee	KIN 257 - 4 units	Jeff Roberts	1/24/2013
Information Technology					
Computer Support Specialist 2	Computer Support Specialist 1 & 2	Hector Albizo	CNET 105 - 4 units	Richard Grotegut	1/24/2013
Network Technician	Network Technician	Hector Albizo	CNET 155A or 154 - 4 units	Richard Grotegut	1/24/2013
Public Services					
Forensic Science 1	Forensic Science 1/ Interdisciplinary Forensic Sciences	Jay Crawford	AJ 116 - 3 units	Richard Cominos	1/24/2013
Law Enforcement & Homeland Security	Administration of Justice	Jay Crawford	AJ 101 - 3 units	Richard Cominos	1/24/2013

Articulation Agreements
Mission Valley ROP/Mission College

Mission Valley ROP Course	# of Units	Mission College Course	Approval Date
Arts and Media			
Computer Graphics Design	3 units	GDES 035	3/9/2012
Education			
Careers in Education 1	3 units	CHD001	3/9/2012
Finance & Business			
Business Ownership	1 unit	Bus054	3/9/2012
Merchandising & Marketing	3 units	Mkt. 056A	3/9/2012
Hospitality, Tourism, Recreation			
Culinary Arts 1	5 units	FDRST 051 - Basic Food Preparation	3/9/2012

Articulation Agreements
Mission Valley ROP/Chabot College

Mission Valley ROP Course		Chabot College Course	Approval Date
Education			
Careers in Education 1	3 units	ECD 64, 95, 96	**Pending**
Careers in Education 2	3 units	ECD 50	**Pending**
Finance & Business			
Business Ownership	3 units	Bus 12	8/2/2012
Merchandising & Marketing	3 units	Bus 36	8/1/2012
Health/Human Services			
Medical Assistant	3 units	MEDA 70A	**Pending**
Health Occupations	3 units	HLTH 1	**Pending**
Public Services			
Law Enforcement	3 units	ADMJ 50	**Pending**
Transportation Technology			
Auto Technology	2.5 units	ATEC 50	7/14/2011

Mission Valley ROP

UC a-g Course Approvals 2012-13

Students successfully completing any of these courses can receive admissions credit for the 2012-2013 school year

Biotechnology 1	"d" Laboratory Science
Biotechnology 2	"d" Laboratory Science
Interdisciplinary Forensic Sciences – Year 1	"d" Laboratory Science
2D Animation 1	"f" Visual and Performing Arts
Computer Graphic Design	"f" Visual and Performing Arts
Digital Graphic Art	"f" Visual and Performing Arts
Digital Photography 1	"f" Visual and Performing Arts
Digital Photography 2	"f" Visual and Performing Arts
Digital Video Arts Production 1	"f" Visual and Performing Arts
Digital Video Arts Production 2	"f" Visual and Performing Arts
Digital Imaging Arts 1	"f" Visual and Performing Arts
Digital Imaging Arts 2	"f" Visual and Performing Arts
Game Design/Interactive Media Arts	"f" Visual and Performing Arts (Pending)
Anatomy and Physiology for Health Professions – Kennedy Block	"g" Elective
Introduction to Biotechnology	"g" Elective
Forensic Biology – Year 2	"g" Elective
Sports Therapy 1	"g" Elective

Parent Survey

September 2011

MVROP Parent Survey

MVROP Parent and School Community Feedback Survey

MVROP would like to stay connected with our students while they are attending our classes and after they graduate from high school. We would ask students to voluntarily report their employment and education status for up to five years after graduation. A short survey would be posted online and students would simply respond to a few questions.

THE INFORMATION COLLECTED IN THE STUDENT SURVEYS WILL BE USED SOLELY BY MVROP FOR THE PURPOSE OF IMPROVING PROGRAMS, DEVELOPING CAREER OPPORTUNITIES FOR FUTURE STUDENTS, AND PURSUING POST SECONDARY EDUCATION. THE INFORMATION COLLECTED WILL NOT BE OF A PERSONAL NATURE, WILL NOT REQUIRE PERSONAL INFORMATION SUCH AS STUDENT ID NUMBERS, SOCIAL SECURITY NUMBERS, OR ANY OTHER IDENTIFYING INFORMATION.

In order to implement this connection, we would like your feedback about communicating with students. Thank you for participating in this MVROP survey. (FRONT AND BACK PLEASE. If you prefer, you can take this survey online by clicking on the link on the MVROP home page at www.mvrop.org)

1. Would you be comfortable with your student having direct contact with Mission Valley ROP to discuss their experiences at Mission Valley ROP?

☐ Yes ☐ Maybe

☐ No

Comments

2. Would you be comfortable with your student having direct contact with Mission Valley ROP to discuss their career interests, career choices, and post secondary education opportunities?

☐ Yes ☐ Maybe

☐ No

Comments

MVROP Parent Survey

3. For the purpose of communicating with your student while they are attending MVROP and after graduation from high school, what would be the student's preferred method for receiving and sending messages from MVROP?

- [ ] LinkedIn
- [ ] Twitter
- [ ] Email
- [ ] Facebook
- [ ] Texting
- [ ] Other

Other (please specify)

4. Please check all of the following items your student has access to at home.

- [ ] Computer
- [ ] Smart phone
- [ ] Internet
- [ ] iPad or other tablet computer
- [ ] Cell phone

Other (please specify)

5. For your student - do you think there is a place for social media, (e.g., Facebook, Twitter, LinkedIn, or other) in the classroom?

- [ ] Yes
- [ ] Maybe
- [ ] No

Comments

6. Would you consider serving on an advisory committee to provide oversight and guidance to the MVROP Student Survey program?

- [ ] Yes (If you answer yes, please provide your name and email address.)
- [ ] Maybe
- [ ] No

Comments

Student Survey

May 2012

As the provider of CTE courses for the Tri Cities, Mission Valley ROP is continually looking for ways to ensure that our offerings are rigorous, relevant, and explore the relationships required of a modern workforce and society.

Mission Valley ROP must find ways to collect the data necessary to ensure that all our resources and energies are devoted to the best interests of our students. Helping our students stay in school, preparation to enter the local economy as skilled and team oriented workers, and achievement of fundamental core competencies for success in college and post-secondary technical training are among the most important of these interests.

You can help us to identify areas of strength and areas of improvement by answering these survey questions.

Sharing your email address (optional) will enable MVROP to send you information from our business partners, such as job opportunities; local labor market statistics; scholarship opportunities; come be a guest speaker or volunteer and "pay it forward" to the next generation; share your success stories as an MVROP alumnus; and help to identify ways MVROP can make improvements through online surveys or just find out "What's New" at MVROP.

We will not share your email address with anyone outside Mission Valley ROP.

***1. Which MVROP class are you taking? (drop down to select)**

***2. Please indicate what you plan to do next year (check all that apply).**

- [ ] Attend four-year college
- [ ] Attend two-year college
- [ ] Attend technical or trade school
- [ ] Serve in the military
- [ ] Work part-time
- [ ] Work full-time
- [ ] Americorps
- [ ] Religious mission
- [ ] Travel
- [ ] Other (please specify)

3. What influenced this decision?

***4. At this point in time, what is your career or job choice?**

5. What colleges/universities have you been accepted to?

1.
2.
3.
4.

6. What college/university are you planning to attend?

For State Universities, enter CSU location or Location State Univeristy: ex. CSU East Bay or San Jose State University. For UC Campuses enter UC Location: ex. UC Berkeley

***7. Do you think that your classes at Mission Valley ROP helped to prepare you to enter college?**

◯ Yes
◯ No

Please explain

***8. Do you think that your classes at Mission Valley ROP helped to prepare you for employment?**

◯ Yes
◯ No

Please explain

***9. Does Mission Valley ROP provide a safe environment?**

◯ Yes
◯ No

Please provide an example

***10. Are you treated in a respectful and supportive manner?**

◯ Yes

◯ No

Please provide an example

***11. In your ROP class, are you expected to demonstrate workplace basic skills and behaviors?**

◯ Yes

◯ No

***12. Which workplace basic skills and behaviors were you able to demonstrate?**

	Yes	No	Don't know
Effectively communicate (verbally and in writing)	◯	◯	◯
Analyze information and make decisions	◯	◯	◯
Apply skills learned in class	◯	◯	◯
Work independently and as a team member	◯	◯	◯
Act ethically, responsibly, and be reliable	◯	◯	◯

***13. In your ROP class, are you expected to demonstrate career technical skills?**

◯ Yes

◯ No

***14. Which career technical skills were you able to demonstrate?**

	Yes	No	Don't Know
Demonstrate occupational competencies	◯	◯	◯
Use appropriate technology	◯	◯	◯
Understand and practice occupational safety standards	◯	◯	◯
Demonstrate an awareness of how a business or industry functions	◯	◯	◯

***15. In your ROP class, are you expected to demonstrate job employment skills?**

◯ Yes

◯ No

***16. Which job employment skills were you able to demonstrate? (check all that apply)**

	Yes	No	Don't Know
Develop a plan to achieve career goals	◯	◯	◯
Use effective job search strategies	◯	◯	◯
Demonstrate an awareness of the importance of lifelong learning	◯	◯	◯

***17. What are the things you like best about your Mission Valley ROP class? (Check all that apply)**

- ☐ Hands-on activities
- ☐ Fieldtrips
- ☐ Internships
- ☐ Guest speakers
- ☐ Competitions
- ☐ Opportunity to earn industry certifications
- ☐ One-on-one attention from instructor
- ☐ Access to technology
- ☐ Other (please specify)

***18. What ONE thing would you like to see improved?**

***19. May we contact you to follow up?**

- ◯ Yes
- ◯ No

Email address

Certificated Staff Survey

May 2012

Mission Valley Staff Survey

***1. What is your job classification?**

- ◯ Certificated
- ◯ Classified

Mission Valley Staff Survey

2. How easy is it to get the resources you need to teach at Mission Valley?

- ◯ Extremely easy
- ◯ Very easy
- ◯ Moderately easy
- ◯ Slightly easy
- ◯ Not at all easy

What do you need to improve instruction

3. How safe do you feel teaching at Mission Valley?

- ◯ Extremely safe
- ◯ Very safe
- ◯ Moderately safe
- ◯ Slightly safe
- ◯ Not at all safe

4. How useful is the feedback your Instructional Team supervisors give you?

- ◯ Extremely useful
- ◯ Very useful
- ◯ Moderately useful
- ◯ Slightly useful
- ◯ Not at all useful

5. How well do you think the Superintendent articulates a clear vision for Mission Valley and its efforts?

Not very	Somewhat	Very Well
◯	◯	◯

Mission Valley Staff Survey

6. What level of support does the Administrative Team at Mission Valley give to you?

- ◯ A great amount
- ◯ A good amount
- ◯ Satisfactory amount
- ◯ Minimal amount
- ◯ None at all

Comments

7. What could we do to improve support for you?

8. How reasonable are the expectations for student achievement at Mission Valley?

- ◯ Extremely reasonable
- ◯ Very reasonable
- ◯ Moderately reasonable
- ◯ Slightly reasonable
- ◯ Not at all reasonable

9. Has Mission Valley been successful this year providing awareness and visibility of CTE programs to stake holders?

- ◯ Yes
- ◯ No
- ◯ I don't know

Mission Valley Staff Survey

10. How well do teachers at Mission Valley collaborate with each other?

- ◯ Extremely well
- ◯ Very well
- ◯ Moderately well
- ◯ Slightly well
- ◯ Not at all well

11. How much attention does Mission Valley give to your professional growth?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

12. How much does Mission Valley value transparent communication between all staff members?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

Comments?

Mission Valley Staff Survey

13. Overall, are you satisfied with the teaching experience at Mission Valley?

- ◯ Extremely satisfied
- ◯ Moderately satisfied
- ◯ Slightly satisfied
- ◯ Neither satisfied nor dissatisfied
- ◯ Slightly dissatisfied
- ◯ Moderately dissatisfied
- ◯ Extremely dissatisfied

Would you care to elaborate?

14. What is your preference for conducting the spring advisory meeting?

- ◯ Hold and conduct your own advisory with business advisors
- ◯ Have a joint advisory meeting on one date

Other (please specify)

Mission Valley Staff Survey

15. Please rank the following 5 Schoolwide Goals in order of importance to you. (1 most important, 5 least important)

☐	Goal: Students in MVROP courses will demonstrate basic workplace skills and behaviors at the successful completion of classes and programs. (Objective: Assessments will measure reliability, personal responsibility, self-management, punctuality and attendance.)
☐	Goal: MVROP students will be supported in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals (Objective: To document how participation and successful completion of MVROP classes and programs have provided support for student's personal and academic growth.)
☐	Goal: MVROP will provide a supportive, trusting, respectful, nurturing learning environment that is equitable for all students. (Objective: During 2012-2013 the certificated staff and leadership team will design and implement an assessment process to provide "clinical supervision" of MVROP teachers skills to develop student personal assets* and promote equity though their observable behavior in classrooms [Quick visit form])
☐	Goal: On completion of MVROP Classes and programs students will document occupational competencies and appropriate technology skills. (Objective: All content clusters will proactively explore the use of technology in their course work; create and implement assessment processes for that work.)
☐	Goal: Create Learning Opportunities for Students to Interact with Local Community (Objective: Create a monthly calendar of service learning/community service events with sign-up sheets for students and/or staff; Objective: Recruit guest speakers from non-profit organizations to speak at monthly staff meetings about service opportunities for students in the local community.)

Mission Valley Staff Survey

16. Please rank the following 6 Schoolwide Goals in order of importance to you. (1 most important, 6 least important)

☐	Goal: Be a Leader in Developing and Implementing Career Pathways (Objective: Review Community College's course catalog; identify and submit 2-3 new courses for articulation.)
☐	Goal: MVROP certificated staff will engage students in their own learning by communicating explicit expectations that when demonstrated reflect attainment of the ESLRs. (Objective: Develop, disseminate, and implement pre/post ESLR assessments for students per cluster.)
☐	Goal: The mission statement of Mission Valley ROP will communicate to stakeholders our commitment to train students utilizing industry standard technology. (Objective: To utilize the Leadership Team in the review, evaluation, and revision of the mission statement of MVROP to reflect the desire to train students to meet employers' needs for careers of the future using industry approved technology.)
☐	Goal: MVROP faculty and staff will be held and aspire to the highest of professional standards in career technical education. (Objective: The Leadership Team and identified volunteer certificated staff representatives will research, design and plan for the implementation of a new certificated evaluation process for the 2013-2014 school year; Objective: The Classified Support Team and identified volunteer classified staff representatives will research, design and plan for the implementation of a new classified evaluation process for the 2013-2014 school year; Objective: Encourage staff to pursue professional development opportunities that improve teaching strategies, and student outcomes.)
☐	Goal: MVROP certificated staff will demonstrate increased integration of academic content standards into CTE curriculum to enhance student learning. (Objective: MVROP cluster leaders will be trained on the utilization of CTE Online during the August 2012 staff development and develop 5 standards based lesson plans to be shared among their clusters that keep all students fully engaged for the duration of their class period.)
☐	Goal: Provide continuous visibility and understanding to the community about Career Technical Education to further benefit student learning. (Objective: During the 2012-2013 school year MVROP will re-design the school website (www.mvrop.org) to effectively serve as a platform to communicate its mission, demonstrate its program offerings, promote events, partnerships, and staff and student success, and create an open dialogue between business and industry partners; Objective: MVROP will utilize the student tracking survey to further educate key stakeholders about the effectiveness of Career Technical Education offerings by sharing data which demonstrates the impact it has had on students, their exposure to various career paths and how is has shaped the direction of their future studies/career of choice. This will also solidify and validate the importance of CTE to key stakeholders including JPA districts, legislators and members of the education community.)

17. What other goals for Mission Valley do you think are important?

Classified Staff Survey

May 2012

Mission Valley Staff Survey

***1. What is your job classification?**

- ◯ Certificated
- ◯ Classified

Mission Valley Staff Survey

18. Do you have the tools you need to do your job?

- ◯ Yes
- ◯ No

What do you need?

19. How easy is it to get the resources you need to do your job well at this Mission Valley?

- ◯ Extremely easy
- ◯ Very easy
- ◯ Moderately easy
- ◯ Slightly easy
- ◯ Not at all easy

20. How useful is the feedback your supervisors give you?

- ◯ Extremely useful
- ◯ Very useful
- ◯ Moderately useful
- ◯ Slightly useful
- ◯ Not at all useful

21. How well do you think the Superintendent articulates a clear vision for the school and its efforts?

Not very	Somewhat	Very Well
◯	◯	◯

22. Has Mission Valley been successful this year providing awareness and visibility of CTE programs to stake holders?

- ◯ Yes
- ◯ No
- ◯ I don't know

Mission Valley Staff Survey

23. How much support does the Administrative Team at Mission Valley give to you?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

Comments

24. What could we do to improve support for you?

25. How well do employees at Mission Valley collaborate with each other?

- ◯ Extremely well
- ◯ Very well
- ◯ Moderately well
- ◯ Slightly well
- ◯ Not at all well

26. How much attention does Mission Valley give to your professional growth?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

Mission Valley Staff Survey

27. How much training have you received for your job?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

What training would you like to receive?

28. How much does Mission Valley value transparent communication between all staff members?

- ◯ A great deal
- ◯ A lot
- ◯ A moderate amount
- ◯ A little
- ◯ None at all

Comments?

Mission Valley Staff Survey

29. Please rank the following 5 Schoolwide Goals in order of importance to you. (1 most important, 5 least important)

☐	Goal: Students in MVROP courses will demonstrate basic workplace skills and behaviors at the successful completion of classes and programs. (Objective: Assessments will measure reliability, personal responsibility, self-management, punctuality and attendance.)
☐	Goal: MVROP students will be supported in rigorous and relevant course work to achieve personal and academic growth in their attainment of future goals (Objective: To document how participation and successful completion of MVROP classes and programs have provided support for student's personal and academic growth.)
☐	Goal: MVROP will provide a supportive, trusting, respectful, nurturing learning environment that is equitable for all students. (Objective: During 2012-2013 the certificated staff and leadership team will design and implement an assessment process to provide "clinical supervision" of MVROP teachers skills to develop student personal assets* and promote equity though their observable behavior in classrooms [Quick visit form])
☐	Goal: On completion of MVROP Classes and programs students will document occupational competencies and appropriate technology skills. (Objective: All content clusters will proactively explore the use of technology in their course work; create and implement assessment processes for that work.)
☐	Goal: Create Learning Opportunities for Students to Interact with Local Community (Objective: Create a monthly calendar of service learning/community service events with sign-up sheets for students and/or staff; Objective: Recruit guest speakers from non-profit organizations to speak at monthly staff meetings about service opportunities for students in the local community.)

Mission Valley Staff Survey

30. Please rank the following 6 Schoolwide Goals in order of importance to you. (1 most important, 6 least important)

☐	Goal: Be a Leader in Developing and Implementing Career Pathways (Objective: Review Community College's course catalog; identify and submit 2-3 new courses for articulation.)
☐	Goal: MVROP certificated staff will engage students in their own learning by communicating explicit expectations that when demonstrated reflect attainment of the ESLRs. (Objective: Develop, disseminate, and implement pre/post ESLR assessments for students per cluster.)
☐	Goal: The mission statement of Mission Valley ROP will communicate to stakeholders our commitment to train students utilizing industry standard technology. (Objective: To utilize the Leadership Team in the review, evaluation, and revision of the mission statement of MVROP to reflect the desire to train students to meet employers' needs for careers of the future using industry approved technology.)
☐	Goal: MVROP faculty and staff will be held and aspire to the highest of professional standards in career technical education. (Objective: The Leadership Team and identified volunteer certificated staff representatives will research, design and plan for the implementation of a new certificated evaluation process for the 2013-2014 school year; Objective: The Classified Support Team and identified volunteer classified staff representatives will research, design and plan for the implementation of a new classified evaluation process for the 2013-2014 school year; Objective: Encourage staff to pursue professional development opportunities that improve teaching strategies, and student outcomes.)
☐	Goal: MVROP certificated staff will demonstrate increased integration of academic content standards into CTE curriculum to enhance student learning. (Objective: MVROP cluster leaders will be trained on the utilization of CTE Online during the August 2012 staff development and develop 5 standards based lesson plans to be shared among their clusters that keep all students fully engaged for the duration of their class period.)
☐	Goal: Provide continuous visibility and understanding to the community about Career Technical Education to further benefit student learning. (Objective: During the 2012-2013 school year MVROP will re-design the school website (www.mvrop.org) to effectively serve as a platform to communicate its mission, demonstrate its program offerings, promote events, partnerships, and staff and student success, and create an open dialogue between business and industry partners; Objective: MVROP will utilize the student tracking survey to further educate key stakeholders about the effectiveness of Career Technical Education offerings by sharing data which demonstrates the impact it has had on students, their exposure to various career paths and how is has shaped the direction of their future studies/career of choice. This will also solidify and validate the importance of CTE to key stakeholders including JPA districts, legislators and members of the education community.)

Mission Valley Staff Survey

31. Overall, are you satisfied with the working experience at Mission Valley, neither satisfied nor dissatisfied with it, or dissatisfied with it?

- ◯ Extremely satisfied
- ◯ Moderately satisfied
- ◯ Slightly satisfied
- ◯ Neither satisfied nor dissatisfied
- ◯ Slightly dissatisfied
- ◯ Moderately dissatisfied
- ◯ Extremely dissatisfied

Would you care to elaborate?

CDE 101-E2 Survey

February 2013

Clone Survey From

Survey Items Setup

Print Survey Iter

Print | Copi

SurveyType: 2011/12 Carl Perkins 101-E2

Notes: 2011/12 Carl Perkins 101-E2

Print Survey Shee

One Section | Multi Sections

SurveyType #:

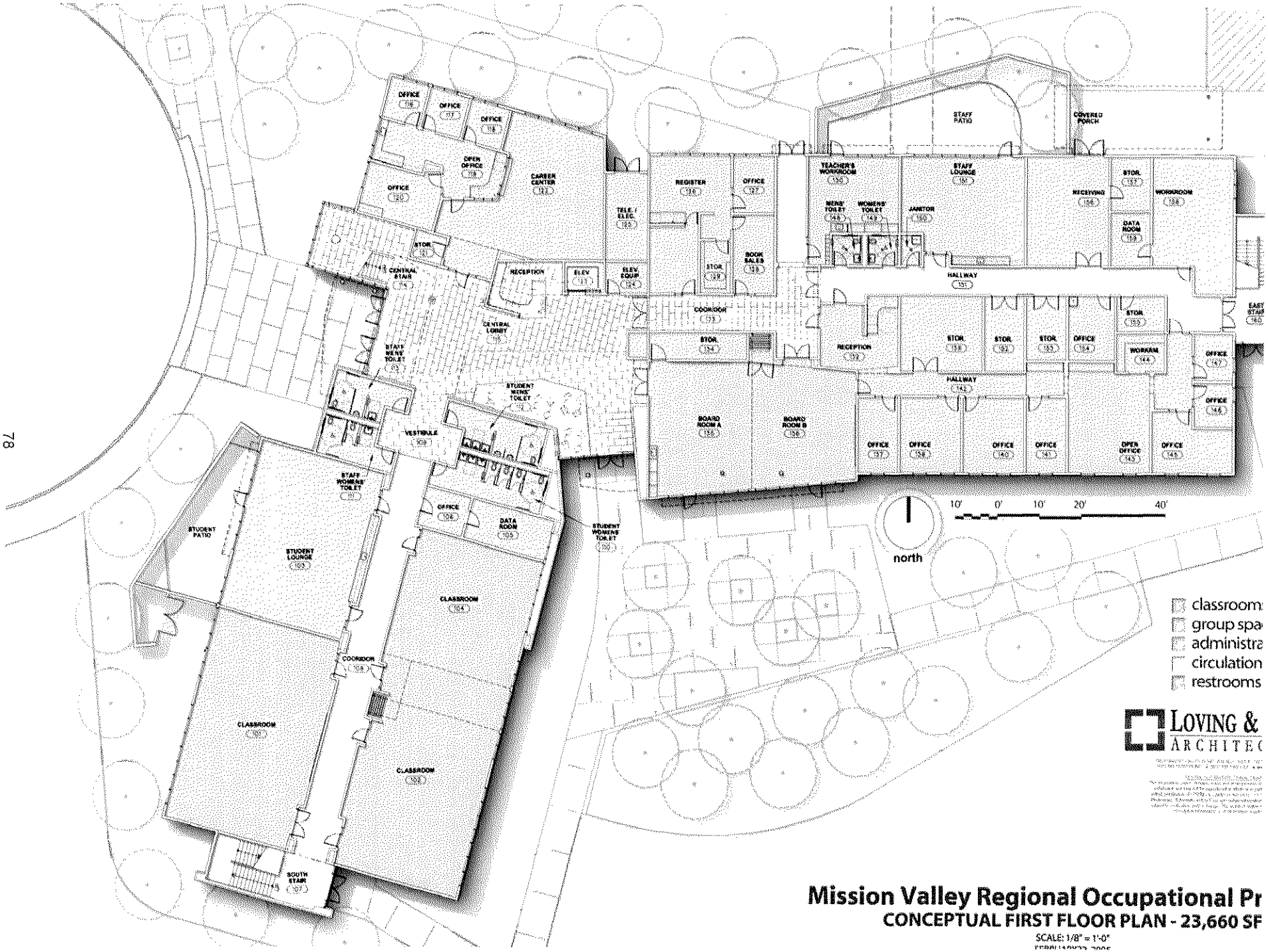
Survey Title:

Print phone # on sheet

Survey Options: Survey by Student ID

Print Section Informatio

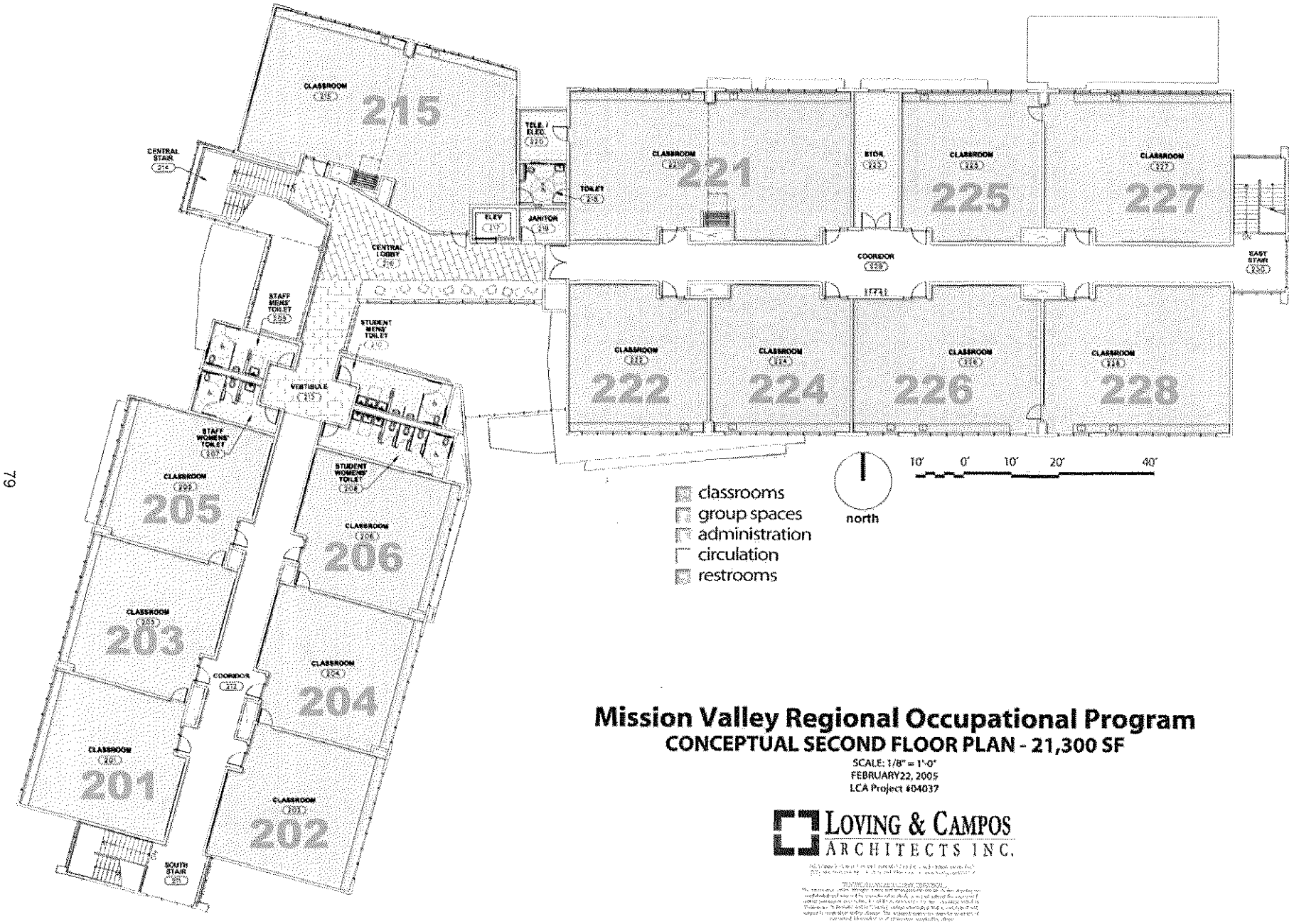
Item	Text Answer	One Answer	Question
On December 31, 2012, which of the following applied?	☐	☑	☑
Military	☐	☐	☐
Education (unrelated field)	☐	☐	☐
Education (related field)	☐	☐	☐
Work (related field)	☐	☐	☐
Work (unrelated field)	☐	☐	☐
None of the above	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
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Mission Valley Regional Occupational Pr

CONCEPTUAL FIRST FLOOR PLAN - 23,660 SF

SCALE: 1/8" = 1'-0"

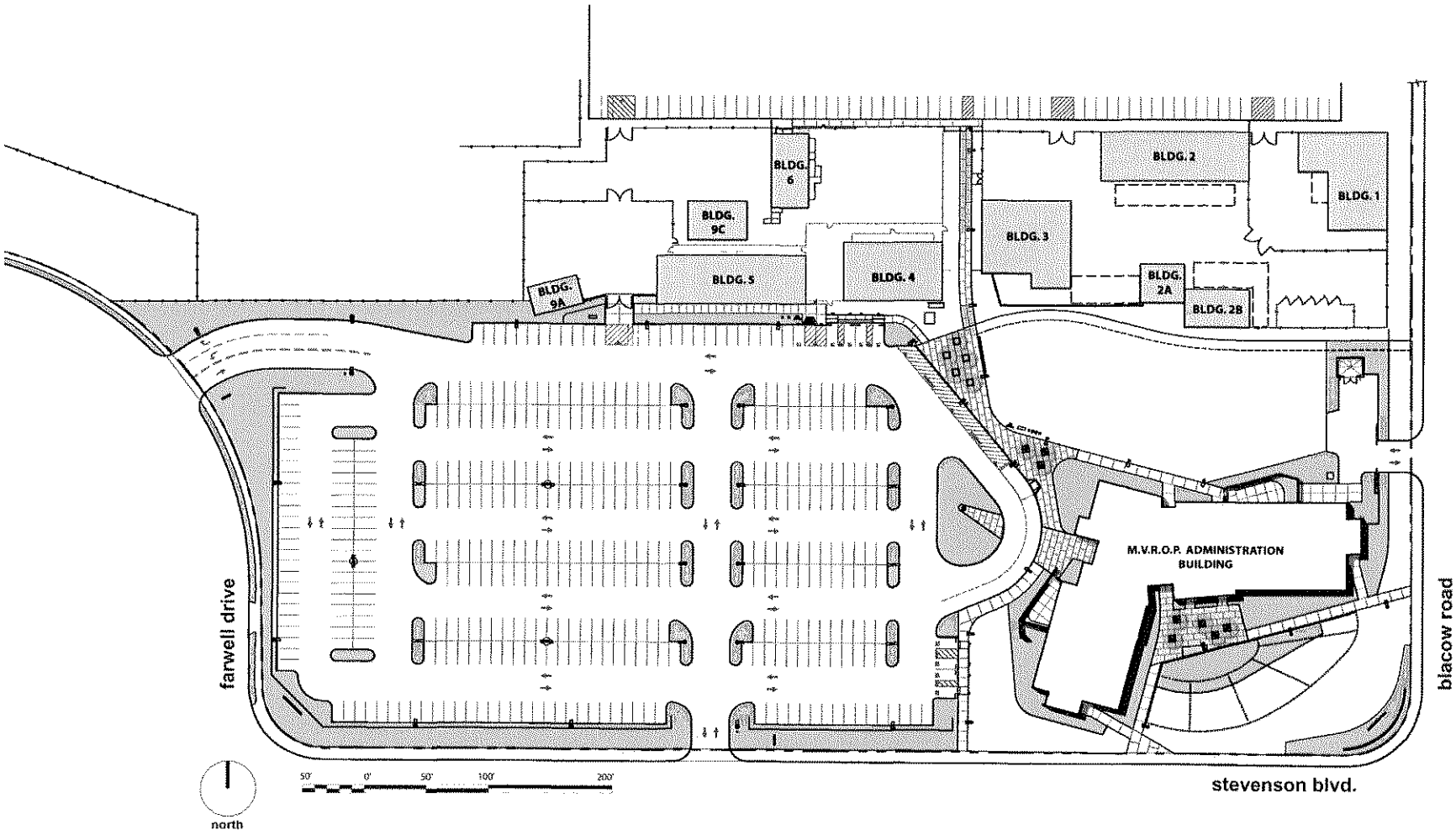


Mission Valley Regional Occupational Program

CONCEPTUAL SECOND FLOOR PLAN - 21,300 SF

SCALE: 1/8" = 1'-0"
FEBRUARY22, 2005
LCA Project #04037

LOVING & CAMPOS ARCHITECTS INC.



MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

SITE PLAN

SEPTEMBER 2011

End of Board Packet