

# Everything you wanted to know about ROP

## Merced County ROP

The Merced County Regional Occupational Program is a workplace learning program that has been in continuous operation since 1973. ROP students learn to work through practical experience. After basic classroom instruction, many students are placed at work sites throughout the community and are taught occupational skills by professionals in the field.

## WASC: Western Accreditation of Schools and Colleges

Merced County ROP was granted a six-year term of accreditation with midterm review in June of 2002. This accreditation will expire on June 30, 2008.

## Highlights of Merced County ROP

- Serves all comprehensive, continuation, and community high schools in Merced County and Chowchilla High School in Madera County
- Total ROP students served in 2007-2008 was 3,203 high school and 1,191 adult students
- Total high school students participating in a community classroom (on-the-job training) was 1,729 or 54% of active high school student enrollment
- Employs 46 District Teachers and 24 Merced County Office of Education Teachers
- Offers 43 different courses in 11 Industry Sectors

## Philosophy

Merced County ROP delivers innovative educational programs to high school and adult students in preparation for 21st century careers, higher education, and life-long learning.

## Program Goals

- Develop academic, technical and interpersonal skills
- Secure employment
- Upgrade skills
- Enter advanced career-technical training
- Pursue college related courses

## ROP ESLRs

### Expected School-Wide Learning Results

All ROP courses strive to assist students to develop General Workplace Skills related to a particular career area so they can become:

- An Ethically and Socially Skilled Person
- A Productive and Safe Worker
- A Lifelong Learner
- A User of Technology and Resources
- An Effective user of Systems

## Leadership Development

All ROP courses strive to assist students to become future leaders. Leadership training and opportunities are available to all students and include:

- DECA - Distributive Education Clubs of America
- FFA - Future Farmers of America
- VICA - Vocational Industrial Clubs of America
- FBLA - Future Business Leaders of America
- FHA-HERO - Future Homemakers of America
- ROP Business Club
- California Teacher's Association Club Ed
- Careers in Interior Design Club
- Health Careers Club
- People Helping People

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## Employability Skills

All Students enrolled in an ROP course complete an Employability Portfolio which is a collection of documents which show a student's mastery, knowledge and job readiness in their particular occupational area. The Employability Portfolio assists students to apply for jobs, scholarships and prepare for college entrance interviews. The Employability Portfolio includes the following items:

- Table of Contents
- Cover Letter
- Completed Job Application
- Resume
- Letter(s) of Recommendation
- Employability Skills Evaluation
- Work Samples
- Additional Portfolio Pieces to demonstrate a student's occupational and academic readiness

All students participate in ROP Portfolio Presentation Day where they are provided the opportunity to present their portfolio to a community or business representative.

## Community Classroom

ROP is committed to the belief that students learn best by hands-on learning experiences that provide students the opportunity to learn skills not available in regular classroom programs. While employers may choose to hire students, they are under no obligation to do so. Liability and Worker's Compensation Insurance are provided by ROP to cover the student while at the community classroom site.

- The ROP instructor visits the site on a regular basis to review student progress
- The ROP instructor meets with the student and employer to develop a job specific training plan
- The ROP instructor meets with the worksite supervisor periodically to assess the student's performance and determine if specialized assistance is necessary

## What Makes an ROP Course different from an on-campus Career-Technical course?

- All students complete an Employability Portfolio
- All students participate in a Portfolio Day Presentation with business and community representatives
- All classes are reviewed for Merced Community College 2+2 articulation
- All classes are required to have a leadership component; co-curricular national Student Organization or another local student-organized club
- Many ROP classes have a community classroom component where students train on site
- All classes are required to have business/industry connections (business speakers or field trips)
- Annual Advisory Committee meetings are required with appropriate business/industry representatives
- Teachers are trained in career education applications
- Course approval process ensures that all courses support academic standards
- Course approval process ensures there is an active labor market for the course
- All students who complete the course with a B or better receive a Certificate of Excellence
- Annual student follow-up is required to document education and employment attainment

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## Advantages to the Student to Enroll in an ROP Course

- Students may have the opportunity to apply the skills learned in the classroom through hands-on training at local businesses
- Students will develop the ability to work productively with others
- Students will develop a sense of responsibility and maturity, while learning techniques and skills used in their chosen professional field
- Students will receive school credit for on-the-job training and/or classroom training and increase their earning potential
- Students can graduate with employment experience, which will provide an "edge" in the competitive job market
- Students can receive college credit, which will provide a jumpstart to post-secondary education

## Advantages to Employers and Economic Development in Merced County

- Employers have the benefit of employing students who have mastered job specific skills
- Employers are able to obtain conscientious, career-minded employees
- Employers save training time and money by hiring students who have been trained through ROP
- Employers have a steady source of well-qualified employees for full-time employment opportunities
- Employers build good public relations in the community through participation in a work-based learning program
- ROP course training requires documentation of an active Labor Market for the designated area of training

## Merced County ROP Course Offerings Include: \*

\*=Placed in Community Classroom

### Agriculture and Natural Resources: 10 Courses

Agriculture Communications, Agriculture Computer Applications, Agriculture Skills, Art & History of Floral Design I/II\*, Food Science I/II\*, Horticulture, Internships in Agriculture I/II\*, Power Equipment Technology I/II, Veterinary Science, Welding Fabrication Technology I/II

### Arts, Media and Entertainment: 3 Courses

Animation, Digital Photography, Graphic Arts Occupations I/II\*

### Building Trades and Construction: 3 Courses

Construction Technology, I/II, Internships in the Trades, Landscaping Technology

### Education, Child Development and Family Services: 2 Courses

Careers in Education I/II\*, Careers with Infants and Toddlers I/II\*

### Fashion and Interior Design: 2 Courses

Creative Design and Merchandising\*, Careers in Interior Design

### Finance and Business: 12 Courses

Accounting\*, Advanced Computer Applications, Business and Marketing Occupations I/II\*, Business Occupations and Technology I/II\*, Career Planning, Career Planning TA, Computer Accounting, Computer Applications I, Computer Concepts, Computerized Office Technology, Office Technologies in Medical Environments\*, Virtual Enterprise



## **Merced County ROP Course Offerings Include-continued: \***

\*=Placed in Community Classroom

**Health Science and Medical Technology: 1 Course**  
Medical Occupations I/II\*

**Information and Technology: 1 Course**  
Computer Systems I/II

**Marketing Sales and Service: 3 Courses**  
Customer Service, Marketing Occupations\*, Marketing/Working Professional

**Public Services: 2 Courses**  
Fire Technology, Public Safety

**Transportation: 1 Course**  
Automotive Services I/II