



Section V: Schoolwide Action Plan/SPSA Refinements

College and Career Preparatory Academy Area 7 Schoolwide Action Plan, 2019-ongoing

WASC Visit: January 26, 2020

Updated 06/24/21

Updated 05/31/23

1. **Goal /Targeted Area:** Improve program awareness and accessibility and collaborate more efficiently with all stakeholders to support all adult students.

Rationale: To provide opportunities for at-promise young adults to become productive members of society, increased program awareness is critical. We recognize that effective collaboration, supportive partnerships, and improved communication results in greater student achievement and we strive to increase all stakeholder engagement.

Schoolwide Learner Outcomes addressed: Communication and Collaboration; Preparedness for College, Career and Life; Advocate for Self

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
Goal 1 Action 1	To provide opportunities for at-promise young adults, increase public awareness of CCPA through use of marketing initiatives and staff outreach	Marketing meetings and updates	Chief Academic Officer Chief Communications Officer Principal Project Liaison CCPA staff Marketing Firm	January 2020 - approved annually	LCFF General Funds Meetings	<ul style="list-style-type: none"> Marketing data analysis Increased initial appointments Increased enrollments Increased number of graduates
Goal 1 Action 2	Streamline enrollment process to provide extra duty to CCPA staff during periods of peak enrollment to accommodate the increase of appointments being	Marketing campaign launches Scheduling trends	Principal Senior School Admin. Assistant	Dates TBD of marketing campaign launches	General Funds	<ul style="list-style-type: none"> Tracking enrollment stages Decreased time it takes to complete the enrollment process Increased initial appointments Increased enrollments

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
	made by prospective students.		Senior School Records Technician (SSRT)	Enrollment trends: August/September, January/February, and June	Admin staff meetings	
Goal 1 Action 3	Improve student participation with community partners and increase support staff to address student needs while improving communication with teachers, partners, and students.	Collaboration with community partners; updates on IECSP	Project Liaison Partners Students teachers	ongoing	LCFF General Funds	<ul style="list-style-type: none"> ● Student survey results ● Tracking participation rates ● Completion of career exploration courses ● number of meetings held with all parties involved
Goal 1 Action 4	Collaborate with community partners to develop procedures to expedite and improve the efficiency of the enrollment process.	Governance Council meetings Meetings with community partners LCAP goals and actions	Principal Project Liaison Senior School Admin. Assistant School Counselor SRT	ongoing	Meeting times LCFF General Funds	<ul style="list-style-type: none"> ● Tracking enrollment stages ● Decreased time it takes to enroll ● Decrease the number of students who do not return from workforce partner appointments

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
Goal 1 Action 5	Expand partnership opportunities with community agencies to provide job readiness skills and vocational trainings.	Governance Council meetings Meetings with community partners LCAP goals and actions	Principal Project Liaison Community Resource Specialist	ongoing	Meeting times LCFF General Funds	<ul style="list-style-type: none"> ● Increased number of partnerships ● Number of students utilizing community partner resources ● Tracking participation rates ● Student survey results ● Strengthened partnerships
Goal 1 Action 6	Create an elective course in career exploration and essential life skills that incorporates federally-funded workforce workshop offerings.	Completion of course contract List of workforce partners program offerings	Project Liaison Counselor Teachers Community Partners Electives Committee	ongoing	Elective committee meetings Project Liaison and Counselor meetings with partners and teachers	<ul style="list-style-type: none"> ● Course contract completed ● Completion of career exploration courses
Goal 1 Action 7	Increase communication and collaboration with agencies within the community including federally-funded workforce partners, parents/families, and community agencies.	Collaboration with all stakeholders	All CCPA Staff Students Teachers Partners	ongoing	Meeting times LCFF General Funds Governance Council Meetings Open Houses	<ul style="list-style-type: none"> ● Student participation ● Parent Participation ● Stakeholder participation

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
					ELAC and Delac Meetings Community Resource Fairs Community College Open house	
Goal 1 Action 8	Track students after graduation; gather data on the efficacy of the program for maintaining a career or completing college.	Graduation Exit Surveys Workforce partner collaboration	Admin Staff Project Liaison, Community Resource Specialist, SSRT	ongoing	Exit Survey Alumni events College and Career Week	<ul style="list-style-type: none"> ● # of students maintaining a career path ● # of students working towards a CTE certificate ● # of students planning to apply for a new job in their interested career field ● # of students planning to enroll in community college
		School staff follow-up	Teachers, Paraeducators, Counselor		Alumni follow-up survey (completed 6months to 1 year following graduation)	<ul style="list-style-type: none"> ● # of students planning to apply for a new job in their interested career field

2. **Goal /Targeted Area:** Identify and reduce barriers to increase adult student attendance and academic achievement.

Rationale: The CCPA adult student has not graduated from high school and barriers continue to impede their ability to access educational options and trainings that will provide college, career and life ready skills needed to compete in the 21st Century workforce.

Schoolwide Learner Outcomes addressed: Communication and Collaboration; Critical Thinkers; Preparedness for College, Career and Life; Advocate for Self

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
Goal 2 Action 1	Implement a Multi-Tiered System of Support (MTSS) that begins at enrollment and addresses the academic and social-emotional needs of all adult students as they progress through our program and continues after graduation.	Swift Education Center Meetings Staff meetings CRS monitoring reports	All CCPA Staff	Spring 2018 - ongoing	Meetings General Funds Restorative Practice training	<ul style="list-style-type: none"> ● Increased number of graduates ● Increased ADA for re-enrollment students
Goal 2 Action 2	Increase support staff to identify and develop community relationships that offer resources for adult students that eliminate barriers that impede their ability to access educational options and trainings to compete in the 21st Century workforce.	Monthly staff meetings	Community Resource Specialist	Spring 2020	General Funds	<ul style="list-style-type: none"> ● Increase ADA/capture rate ● Increase attending appointment ● Increase graduation rate

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
Goal 2 Action 3	Create an MTSS Tiered Intervention Matrix that utilizes regionalized community resources to address barriers and support adult student needs.	Creation and sharing of matrices at staff meetings CRS monitoring reports	Community Resource Specialist School Counselor Teacher	Complete by 2020-2021 school year with ongoing adjustments and additions	Community partner meetings Staff meetings Special topic meetings	<ul style="list-style-type: none"> ● Number of students utilizing interventions ● Increase ADA/capture rate ● Increase attending appointment ● Increase graduation rate
Goal 2 Action 4	Increase support staff and services to include individualized triaged resources to support adult student mental wellness needs.	mental health service provider CRS report and tracking	Mental health service provider Community Resource Specialist	ongoing	student - teacher meetings	<ul style="list-style-type: none"> ● Number of students utilizing interventions ● Increase ADA/capture rate ● Increase attending appointment ● Increase graduation rate
Goal 2 Action 5	Increase flexibility in attendance procedures to better meet the needs of adult students.	Leadership team meetings Staff meetings Monthly ADA reporting	Principal Project Liaison Community Resource Specialist	ongoing	Meeting Times	<ul style="list-style-type: none"> ● Increase ADA/capture rate ● Increase attending appointment ● Increase grad rate rate ● Increase course completion

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
			School Counselor Teachers			
Goal 2 Action 6	Ensure students have access to technology and connectivity in the classroom and at home to utilize CCPA's core curriculum.	Survey results including LCAP Executive Summary Check-out forms	Principal Teacher LMS specialist IT Department Senior School Admin. Assistant	ongoing	Chromebooks, backpacks, hotspots, and carts Teachers attending CUE conference	<ul style="list-style-type: none"> ● number of chromebooks and devices purchased ● student-computer/device ratio ● number of students completing Edgenuity courses ● # of returns (device ratio)
Goal 2 Action 7	Provide additional transportation options for students as needed.	Tracking logs of provided transportation to students	Counselor Community Resource Specialist Teachers Support staff	Spring 2020 - ongoing	LCAP funds Supplemental Funds	<ul style="list-style-type: none"> ● Number of students using transportation options as provided by CCPA (bus passes) ● Increase ADA/capture rate ● Increase attending appointment

3. **Goal /Targeted Area:** Support all adult students' academic and social-emotional needs.

Rationale: We recognize the ongoing need to create systematic changes through intentional design and redesign of services and supports to quickly identify and match interventions to meet the needs of our unique population of adult students. Staff training, curriculum development, and additional support services will provide adult students the opportunity to become college, career, and life-ready.

Schoolwide Learner Outcomes addressed: Communication and Collaboration; Critical Thinkers; Preparedness for College, Career and Life; Advocate for Self

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
Goal 3 Action 1	Create MTSS Tiered Intervention matrices to incorporate reading and math interventions to support student academic achievement.	MTSS matrices Curriculum and Instruction monitoring reports	Curriculum and Learning Paraeducators CCPA staff	Ongoing	Staff meetings Curriculum and Instruction	<ul style="list-style-type: none"> ● Increase in assessment scores ● Increase in assessment scores ● Increase in student graduation rate
Goal 3 Action 2	Continue to incorporate the five-year curriculum adoption plan, which focuses on core academic areas, CTE, and electives that incorporates a high level of cultural relevancy in curricular options.	Curriculum adoption plan Report and updates LCAP	Principal	2019-20: Adopt Science Curriculum and pilot CTE and electives curriculum	Science Curriculum Committee meetings, Staff Trainings, Canvas, LCFF General Funds	<ul style="list-style-type: none"> ● Implementation of new science curriculum, materials and resources ● Science courses created on Canvas
			Curriculum Committees	2020-21: Adopt CTE curriculum and electives and pilot English curriculum	Elective Curriculum Committee meetings, Staff Trainings, Canvas, LCFF General Funds	<ul style="list-style-type: none"> ● Implementation of new elective curriculum, materials and resources Elective Courses created on Canvas

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
			CCPA Staff	<p>2021-22: Adopt English curriculum and pilot social science curriculum</p> <p>2021-22: Adopt Social Science curriculum and pilot math curriculum</p> <p>2022-23: Adopt Social Science curriculum and pilot math curriculum</p> <p>2022-23: Adopt English curriculum and pilot social science curriculum</p> <p>2023-24: adopt math curriculum and pilot science curriculum</p>	<p>English Curriculum Committee meetings, Staff Trainings, Canvas, LCFF General Funds</p> <p>Social Science Curriculum Committee meetings, Staff Trainings, Canvas, LCFF General Funds</p> <p>Math Curriculum Committee meetings, Staff Trainings, Canvas, LCFF General Funds</p>	<ul style="list-style-type: none"> - Implementation of new English curriculum, materials and resources - Increase in CAASPP scores in ELA ● English courses created on Canvas ● Implementation of social science curriculum, materials and resources ● Social science courses created on Canvas ● Implementation of new math curriculum, materials and resources ● Increase in CAASPP scores in Math ● Math courses created on Canvas

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
goal 3 Action 3	Every two months update designated ELD curriculum targeting the language needs of Long-Term ELs and provide training to staff on this curriculum	Release and training of the ELD program Monthly monitoring reports	EL Manager and Program Specialist	2019 - ongoing	RELL ELD Committee	<ul style="list-style-type: none"> Achievement data of EL students on AMOs and the number of students reclassified
Goal 3 Action 4	Create MTSS Tiered Intervention matrices to address individualized triaged resources that only a licensed clinician could provide.	mental health service provider CRS report and tracking	Mental health service provider and case manager Community Resource Specialist teachers	ongoing	student - teacher meetings mental health service provider case manager	<ul style="list-style-type: none"> Number of students utilizing interventions Increase ADA/capture rate Increase positive attendance rate Increase graduation rate
goal 3 Action 5	Create MTSS Tiered Intervention matrices to address adult students' social-emotional needs.	Creation and sharing of matrices at staff meetings CRS report and tracking	Community Resource Specialist Clinician Project Liaison School Counselor Teachers	2020 - 2021 and ongoing	Staff Meetings Community Partner meetings LCAP funds Supplemental Funds	<ul style="list-style-type: none"> Number of students utilizing interventions Increase ADA/capture rate Increase attending appointment Increase graduation rate
Goal 3 Action 6	Provide professional development for certificated and classified staff to expand	Teacher release time	Principal	2019-20 and ongoing	LCFF General Funds	<ul style="list-style-type: none"> Number of teachers attending trainings

Goals	Action Items	Monitoring and Report Progress	Person(s) Responsible	Timeline	Resources	Measurable Outcomes
	instructional and behavioral interventions and support services to address the critical needs of adult students.				LCAP Supplemental Funds	
Goal 3 Action 7	Increase support staff to secure resources to support student well-being including hiring a mental-health services provider and opening a dry goods pantry at the regional office.	Community resource referral forms and tracking log	Community Resource Specialist Clinician	Ongoing	Partner meetings LCAP funds CalWORKs funds Supplemental Funds	<ul style="list-style-type: none"> ● Number of students utilizing resources ● Increase ADA/capture rate
Goal 3 Action 8	Expand instructional and behavioral interventions and support services to address the critical needs of students.	Creation and sharing of matrices at staff meetings	Curriculum and Learning CCPA staff	Ongoing	Staff meetings LCFF General Funds Supplemental Funds	<ul style="list-style-type: none"> ● Increase ADA/capture rate ● Increase attending appointment