

EL MONTE-ROSEMEAD ADULT SCHOOL

2009-2010 Support Personnel Accountability Report Card

"A continuous improvement document sponsored by the California Career Resource Network and the Los Angeles County Office of Education."

10807 Ramona Blvd., El Monte, CA 91731 (626) 258-5800

ON THE WEB: www.emras.edu

DISTRICT: El Monte Union High School District

GRADE LEVELS: Adult

SCHOOL YEAR: Traditional

ENROLLMENT: 22,000

PRINCIPAL OF ADULT EDUCATION: Sandra Stevens



Principal's Statement

The El Monte-Rosemead Adult School (EMRAS) Student Services Personnel Team (SSPT) serves as the heart of the school, playing a vital role in school safety and in providing all students with academic, career, and personal/social support. Counselors incorporate the National Standards for School Counseling into our programs, meeting recommended guidelines and ensuring individual support. The team promotes academic success, career awareness, job training, community partnerships, school safety, and overall personal growth for all students. The SSPT has met the two targeted items of focus initiated last year, which include increasing student involvement and the number of high school graduates. Students are now involved in all advisory committees and are part of events celebrated during the school year. The team is in the process of creating a Student Advisory Committee. In meeting the second targeted item, the SSPT has increased the number of California High School Exit Exam workshops offered and has created a High School Diploma Transition program to support the continuing education of our English as a Second Language population. For the 2010-2011 school year, the team will focus on refining the registration process for all programs offered at EMRAS and will continue to involve our students by implementing the Student Advisory Committee.

Student Support Personnel Team

The diverse student population at the El Monte-Rosemead Adult School (EMRAS) is served by a cohesive and comprehensive SSPT led by professional school counselors who design, coordinate, implement, and evaluate an equitable student support system for all. This support system includes, but is not limited to: student academics, college and career planning, group/individual counseling, and preparation of the master schedules. Every counselor holds a Master's Degree (MA) and a Pupil Personnel Services Credential (PPS); five hold Administrative Credentials as well. All certificated staff hold appropriate credentials, which meet the No Child Left Behind (NCLB) guidelines for highly qualified staff.

Team Members	Education and Credentials	Years in Education
(1) Principal	Master's Degree, PPS, Admin. Level I and II	34
(3) Assistant Principals	Master's Degree, PPS, Admin. Level I and II	95
(7) Counselors	Master's Degree (all), PPS (all), Admin. (5)	139
(7) Lead/Resource Teachers	BA (5), Adult Designated Subjects (5) TESOL (1) MA (1) Admin. (1)	162
(1) Technology Technician	AA, Vocational Education Credential	26
(1) Community Relations	AA (1), Vocational Education Credential	25
(1) Day Care Site Supervisor	AA, Site Supervisor Permit	29
(1) Director of Nursing	BS in Nursing, Master's in Nursing, Adult Designated Subject	17
(20) Clerical Staff – Day and Night	Various Levels of Education	145
(16) Campus Security Personnel	Various Levels of Education	61

The SSPT participates in workshops and conferences throughout the year to keep abreast of current trends and practices. Counselors actively participate on teams, committees, and organizations at the school, district, and community levels. They also provide leadership mentoring post graduate students. The SSPT members belong to the following professional organizations: American Counseling Association, American School Counseling Association, the California Council for Adult Education, the National Career Development Association, the Association of California School Administrators, the Association for Adult Development and Aging, District Administrators Association, the California Adult Education Administrators Association, California School Employees Association, and the California State Consortium for Adult Education.

School Climate and Safety

The SSPT is committed to providing a safe and nurturing environment that fosters academic achievement and professional/personal growth for all students. Counselors and assistant principals work with staff members to support students through individual counseling. Through the collaborative efforts of the SSPT, EMRAS is able to maintain a safe, secure, and clean environment conducive to student learning. As a result, the number of students enrolled has increased. The SSPT is committed to ensuring that all EMRAS students feel safe, supported and valued, by utilizing a collaborative approach. One principal, three assistant principals, seven counselors, and sixteen campus security personnel oversee the two main campuses and the twenty-nine off-campus sites. The SSPT contributes to the completion of an updated School Safety Plan that has been reviewed by the School Safety Committee and adopted by the district's Board of Education. The team conducts school-wide emergency drills and reflects/discusses improvements for emergency response procedures.

Figure 1

Based on the student survey questionnaire, 36% of the students responded that school security is excellent; 48% of the students responded good; 8% responded average; 4% responded poor; and 5% responded undecided.

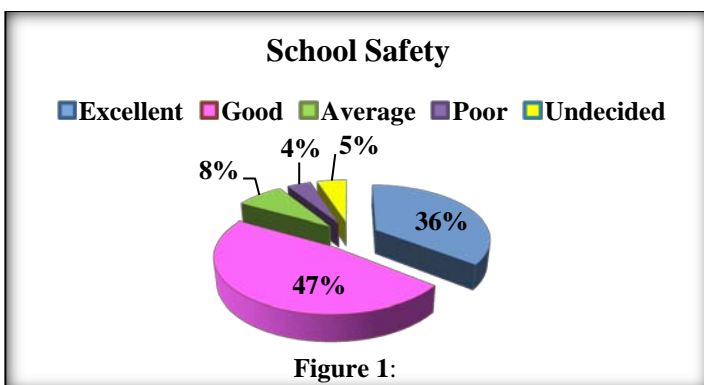


Figure 1:

Caring and Nurturing Environment

■ Excellent ■ Good ■ Average ■ Poor ■ Undecided

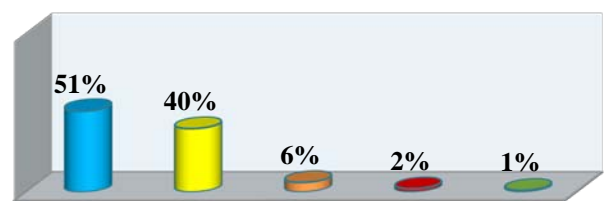


Figure 2

At EMRAS, having a caring and nurturing environment is essential in enabling students to reach their academic and career goals. Based on the student survey questionnaire, 51% responded that the EMRAS environment is excellent; 40% responded good; 6% responded average; 2% responded poor; and 1% responded undecided.

Student Results:

In alignment with the ASCA National Standards for School Counseling, the SSPT is committed to collecting and analyzing student data in order to implement the most effective program, for ensuring student success. The team regularly monitors student results data to make changes to our programs to meet the needs of our vast and diverse student population. The SSPT focuses on the three domains identified by ASCA: academic, career, and personal/social.

High School Diploma, GED, & ESL Program Completions			
	2006-2007	2007-2008	2008-2009
ESL Graduates	260	259	282
GED Certificates	94	99	110
High School Diplomas	178	182	198

Career Domain: Standard B

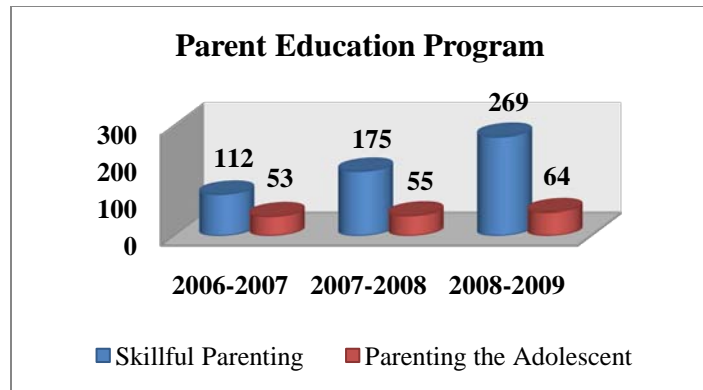
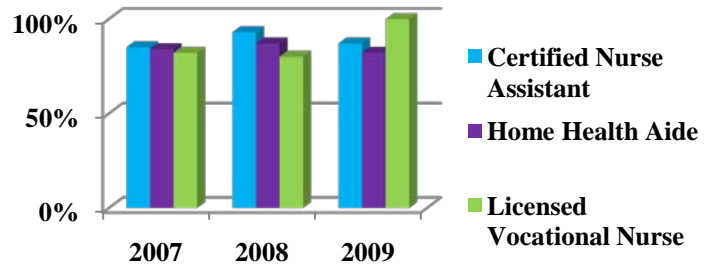
Students will employ strategies to achieve future career success and satisfaction.

During these hard financial times, students have turned to EMRAS for career opportunities in the medical field. The SSPT works diligently with students providing necessary guidance and support to ensure that students complete the required coursework and classes for certification in various nursing programs. For the past three years, the percentage of students completing the nursing programs has maintained in the Certified Nurse Assistant and Home Health Aide programs, and the percentage of students completing the Licensed Vocational Nurse program has increased.

Academic Domain: Standard B

Students will complete school with the academic preparation essential to choose from a wide range of substantial post-secondary options, including college. The SSPT ensures that a variety of learning options are available for students in our High School Diploma program, our English as a Second Language program, and the General Educational Development Test program. Students receive individual sessions with counselors to create an educational plan, have their transcripts evaluated, and be registered in classes. While enrolled, students receive continued individualized counseling support to ensure their success in program completion. As a result of the SSPT efforts, the number of ESL graduates, GED certificates, and High School Diploma graduates has continued to increase over the past three years.

Nursing Program



Personal/Social Domain: Standard A

Students will acquire the knowledge, attitudes and interpersonal skills to help them understand and respect self and others. The SSPT works closely with students and the Parent Education/Distance Learning program. Through individual counseling sessions, counselors refer students for program services. Subjects covered in the class include: discipline, health and safety, child and domestic abuse, school success, importance of family time, child development, and nutrition. In 2008, the Parent Education Distance Learning program earned "The Golden Bell Award" by the California School Boards Association in recognition for its exemplary program. Student program completion has steadily increased for the past three years, enabling our students to become more successful and better prepared parents.

Community Partnerships/Resources

Community partnerships are essential to the success of the El Monte-Rosemead Adult School. The SSPT continually seeks partnerships with business members and community organizations to enhance the quality and effectiveness of our services. Our SSPT members are active in the community, attending job fairs and community events, where they encourage local companies and organizations to offer employment opportunities, job training, job shadowing, and mentoring opportunities to our students. Some of the vital contributions of our community partners include:

- Volunteer and financial support for scholarships, student activities, and library resources
- Mental health services, individual, family and group counseling, teen family services, early child development, domestic violence prevention, and social services
- Opportunities for students to explore post graduation options through job shadowing, mentoring, and job training

Several of our community partnerships are highlighted in the table below:

Academic Domain	Career Domain	Personal/Social Domain
<ul style="list-style-type: none"> • Regional Occupational Program • Rio Hondo Community College • Career Technical Education Advisory Committee • El Monte/South El Monte Chamber of Commerce Educational Foundation • Kiwanis Club • El Monte Women's Club 	<ul style="list-style-type: none"> • El Monte and Rosemead Work Source Centers • Employment Development Department • Rosemead Chamber of Commerce • The El Monte/South El Monte Chamber of Commerce • Los Angeles County CalWorks Program • Greater El Monte Hospital • AltaMed • Health Care Partners • Santa Anita Convalescent Home • Ramona Nursing and Rehabilitation Center • Lawrence Equipment 	<ul style="list-style-type: none"> • El Monte, South El Monte, and Rosemead Community Centers • Our Savior Center, Mid-Valley Recovery Services • The El Monte Police Department (Community Relations) • The Asian Pacific Family Center • El Monte/South El Monte Emergency Resources Association • Mountain View Children's Center • Foothill Family Services • Spiritt Family Services

Volunteer Involvement

At the El Monte-Rosemead Adult School, we value and encourage volunteer participation by students and staff. The SSPT members volunteer in school and community activities that foster school-community connectedness. EMRAS has an Advisory Committee and a Curriculum Committee comprised of SSPT members, community members, and students. In February 2010, SSPT members created an Activities Commission. The purpose of this commission is to bring unity throughout the entire school through fundraising, special events, and scholarships. We invite all interested students, staff, and community members to contact us for additional information. Visit our website at www.emras.edu or contact:

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Tim Campa, Trina Cardona, Olga Lopez, Erix, Oliva, Lisa Ton
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