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# Civil Rights Career and Technical Education Reviews

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**CALIFORNIA DEPARTMENT OF EDUCATION**

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# Purpose of Webinar

- Overview of the Civil Rights, Career and Technical Education On-Site Review Process
- The Federal and State Laws that Govern the Review Requirements



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# Laws and Regulations for Eliminating Discrimination and Denial of Services

- **Title VI of the Civil Rights Act of 1964** (Title VI), 42 USC section 2000(d), 34 CFR Part 100 – race, color, national origin discrimination.
- **Title IX of the Education Amendments of 1972** (Title IX), 20 USC section 1681 et seq., 34 CFR Part 106 – sex discrimination.
- **Section 504 of the Rehabilitation Act of 1974** (Section 504), 29 USC section 794, 34 CFR Part 104 – disability discrimination.



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## Laws and Regulations (cont.)

- **Title II of the Americans with Disabilities Act of 1990 (ADA)**, 42 USC section 12101, 28 CFR Part 35 – disability discrimination regardless whether public entities receive federal financial assistance or not.
- **Vocational Education Programs Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, And National Origin, Sex And Handicap** 34 CFR Part 100 Appendix B.



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# Laws and Regulations (cont.)

## State of California Requirements

- **California Code of Regulations, Title 5, Chapter 5.3, section 4900, et. seq. Non-Discrimination and Educational Equity.**
- **California Education Code, sections; 200 - State policy, purpose; 220 – Extent of prohibition; 221.5 – Policy of State, prohibited discrimination.**



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# Purpose of the Civil Rights CTE Compliance Reviews

To provide equal access and a quality education for every child by:

- Ensure policies, procedures and practices related to CTE programs meet the civil rights laws.
- Provide technical assistance to LEAs – provide information or assistance regarding “best practices” in civil rights and education equity.



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# The Methods Of Administration Process

The MOA monitoring process is composed of three (3) categories of evidence:

- > Documentation - school and district publications, rules, policies, procedures.
  
- > Observation - class room, information boards, facilities.
  
- > Interviewing - teachers, staff, pupils, parents, and other interested parties.



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# 12 Required Areas of Review

- I.** Administrative
- II.** Site Location and Student Eligibility Criteria
- III.** Recruitment
- IV.** Admissions
- V.** Student Financial Assistance
- VI.** Counseling Programs
- VII.** Services for Students with Disabilities
- VIII.** Accessibility
- IX.** Comparable Facilities
- X.** Work Study, Cooperative Ed, Job Placement & Apprentices Training
- XI.** Employment
- XII.** Additional California Non-Discrimination Laws



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# How was I selected?

- OEO identified which schools were receiving federal funds.
- Which schools have or may have CTE programs.
- A comparison of the percentage of general student enrollment by race, gender and disability was compared to the percentage of the CTE enrollment by race, gender and disability.
- OEO applied rating points and the highest scoring schools with the greatest variances were chosen for on-site reviews.



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# Preparations

- Upload documents into the CAIS system. Some documents may be viewed on-site.
- The reviewer will communicate with the CTE Coordinator to reserve a room and arrange interviews, review documents, and should be available for a walk thru of the facility.



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# What Happens Next?

## The On-Site Review

- Entrance interview, introductions, and a brief explanation of the review.
- Review of requested materials and policies, brochures, newsletters, and student handbooks.
- Interviews – Administrators, CTE Coordinator, students, parents, and teachers.
- Facility walk-through and physical inspection.
- Exit Interview – Technical assistance given.



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# THE REPORTS

## **LOF – Letter of Findings**

You will be provided a written report containing findings, and commendations forwarded within 30 days after review.

### **What are findings?**

The findings are items or issues found to be “out of compliance” during the review process.



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# The Reports (cont.)

## VCP – Voluntary Compliance Plan

The VCP is a written plan developed by the school/district, outlining the exact procedures and actions it will take to correct any findings.

The OEO will provide suggestions for corrective actions, however, your knowledge about your school will be better for correcting any violations. The OEO will work with you to develop your VCP.

This report is due to OEO within 60 calendar days after the date of the LOF.



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# What are the Required Components of a Voluntary Compliance Plan?

## **A VCP must include:**

- What will be corrected (the finding)
- The planned corrective action
- The timeline for the corrective action
- Persons responsible for the completion of the corrective action
- Signature of a person within the district with the authority to make the plan binding, usually the Superintendent