

# CRC Onsite Visit Entrance Meeting

(Est. 15 minutes)

## 1) Orientation to the Review

- a) Welcome and Introductions
- b) Purpose of Review
  - i) Voc Ed Programs Guidelines, Appendix B of Title VI
  - ii) Explain how civil rights laws and department regulations apply to CTE
    - Provide brief history
    - Guidelines require enforcing civil rights requirements and conducting compliance reviews
  - iii) Civil Rights Statutes: Discuss Title VI, Title IX, Section 504 and Title II

## 2) How Site Selected

- a) Explain OCR requirements and number of reviews conducted
- b) Briefly describe the targeting plan and ranking system used to make selections
- c) Describe why the specific site was selected

## 3) Overall On-Site Review Process – What is Included in the Review?

- a) Reviewing accessibility to CTE programs to determine nondiscrimination based on sex, race, color, disability, and national origin
- b) Conduct interviews with anyone who might influence student choice or access and interview students
- c) Review materials for nondiscrimination, policies, notifications, wording, pictures, etc.
- d) Tour facilities for accessibility

## 4) Exit Interview

- a) Explain the purpose of the exit interview
- b) Recap of review
- c) What will happen next

## 5) Site Overview (Provided by Superintendent if possible)

- a) District/site overview
- b) Enrollment patterns/trends/changes
- c) Staffing
- d) Challenges to the site
- e) Any strategic plans or initiatives

## 6) Questions??