Partnership Development

CCGI partners with K-12 and high school districts to identify the ways that CCGI’s tools, CaliforniaColleges.edu and its associated curriculum and services, can help to advance districts’ college and career readiness goals. District partnerships focus on building the capacity of district and school leadership, administration, counseling and data staff to sustain this work over time. To learn more about partnership, contact CCGI at partnership@californiacolleges.edu.

Pre-Partnership Process
(3-9 MONTHS DEPENDING UPON THE DISTRICT)

1. A district-level administrator initiates an exploratory conversation with CCGI staff, in which they discuss the level of support required and the best timeline to begin the process of partnership development.

2. The district representative then submits an application to officially indicate the intention to partner.

3. The district identifies two key partnership leads: a District Lead, responsible for oversight and implementation, and a Data Lead, responsible for preparing and transmitting files that inform student accounts on CaliforniaColleges.edu.

4. District data team member(s) meet with CCGI’s Data Services team to review the file upload process and draft a data implementation timeline.

5. At the Partnership Launch meeting, the district convenes a cross-section of district and site level educators to identify current college and career readiness goals, as well as capacity and constraints around integrating CCGI’s tools into practice.

6. Once a Partnership Launch meeting is scheduled, CCGI begins the contracting process.

OPTIONAL: CCGI can facilitate an Informational Meeting for educators in the district that includes an overview of partnership and demonstration of CaliforniaColleges.edu. This may not be needed in districts where staff have attended College Next Kick-Off sessions.
Implementation (Year-round)

Implementation is an ongoing process that begins upon execution of the MOU. Implementation consists of four key components grounded in continuous organizational improvement.

DATA SERVICES

Data Services support combines regular feedback loops with district Data Leads to ensure scheduled uploading of transcript data to CaliforniaColleges.edu, as well as ongoing review for data accuracy. The latter includes, but is not limited to, review of “a-g” courses and examination of out-of-district course transcription.

CCGI has experience supporting districts on various student information systems, including Aeries (Desktop and Web), Illuminate, Infinite Campus, PowerSchool, Q (Zangle), and Synergy, as well as district-specific systems.

LEADERSHIP TEAM MEETINGS

Partner districts convene a cross-functional work group, comprised of district, counseling, data, and site leadership staff, to develop and oversee the Implementation Plan. Each year, CCGI and the District Lead facilitate 4 Leadership Team Meetings with this work group to support districts in achieving desired student outcomes. Through these meetings, districts identify clear goals and targets, review data, and develop and iterate an Implementation Plan. Additionally, the Leadership Team hosts an annual Community Meeting where participants explore gaps, patterns, and action items related to their district’s completion data on CaliforniaColleges.edu.

PROFESSIONAL DEVELOPMENT TRAINING & USER SUPPORT

CCGI facilitates professional development training for counselors, teachers, career technicians, and other educators to ensure their ability to confidently and effectively use CaliforniaColleges.edu with students. On average, CCGI facilitates 4-5 professional development trainings during the first year of partnership. Centralized training is supplemented by individual school-site visits as needed, which may include further training, individual user support, or implementation planning. In subsequent years of partnership, CCGI facilitates an average of 2-3 professional development trainings each year, plus school site visits as needed.

PROGRESS TRACKING

To facilitate continuous improvement and assess the partnership work, CCGI collects data over the course of the academic year for each partner district. Each tool targets a different level of change:

1. **Student Activity Reports**: Data from CaliforniaColleges.edu is systematically reviewed ahead of and during each Leadership Team Meeting.

2. **Exit Tickets**: At the end of every Leadership Team Meeting and professional development training, participants complete an Exit Survey that assesses what they have learned, as well as their team’s progress towards building capacity to successfully implement the use of CaliforniaColleges.edu.

3. **Partner District Assessment of Progress (PDAP)**: is a tool designed to discern what policies and practices within districts are aligned with successful implementation of CaliforniaColleges.edu and partnership with CCGI. This helps districts and CCGI staff collectively think about data and guidance practices that promote systematic and effective usage of CCGI’s tools and services.