

**LOS ANGELES UNIFIED SCHOOL DISTRICT
INTER-OFFICE CORRESPONDENCE**

TO: Principal, Continuation/Opportunity/CDS Schools

Date: February 15, 2022

FROM: Christina Rico, Director, Instructional Operations

SUBJECT: PURCHASE OF SUPPORT SERVICES PERSONNEL – OPTIONS COUNSELOR

Options schools will be allocated .2 FTE for every 160 students for fiscal year 2022-2023. Your school also has the option to purchase the support services of an Options Counselor. Please refer to the section below for cost, funding options and requirements. As an itinerant position, this position must complete a monthly Personnel Activity Report, if any part of the assignment is funded with compensatory education funds.

COST TO PURCHASE:

Item #	Position	Basis	5 Days (1.0 FTE)	4 Days (0.8 FTE)	3 Days (0.6 FTE)	2 Days (0.4 FTE)	1 Day (0.2 FTE)
13451	Options Counselor (25T/10) 12200533	C	\$119,924	\$95,940	\$71,955	\$47,970	\$23,985

FUNDING OPTIONS AND REQUIREMENTS:

At a minimum, schools may purchase one day (or 0.2 FTE) of the position using any of the programs listed below. Please note however, that the minimum for funding supplemental itinerant support personnel when purchased with federal resources is 0.2 FTE. X-Time prior to the beginning of the school year cannot be funded with compensatory education funds. Positions funded from Targeted Student Population must support the needs of Low Income, Foster Youth and English Learners.

Budget Planning Programs –The school must include the position on the School Budget Signature form of the program(s) you choose to fund the position(s).

Program	Program
11456 - TSP-Add-On Suppl & Concentration	13967 - Other Exp-Sch-Independent Stud
14173 - Continuation Schools-S/B/T	7S046 - CE-NCLB-Title I Schools*
14248 - Opportunity Schools-S/B/T	10983-TSP – SENI Goal 1 100% Graduation
13252 - CFI-AB922-Community Day Schs	10985-TSP-SENI Goal 3 100% Attendance
10984-TSP- SENI Goal 2 Proficiency for All	10988-TSP-SENI Goal 5 School Safety
10987-TSP-SENI Goal 4 Parent & Community Engagement	

**- The minimum for funding supplemental itinerant support personnel when purchased with federal resources is 0.2 FTE.*

Schools shall set aside a 3% Potential Funding Variance (PFV) for the budgeted position in budget item #40239-Potential Funding Variance in anticipation of any salary or benefit changes during the year.

Budget Maintenance Programs – A budget adjustment request (BAR) must be submitted to your Fiscal Specialist during the budget session for any program listed above that is not supported by Schools Front End:

In order to practically plan for staffing next year, let us know about your school’s intent to purchase Options Counselor(s) by completing the form on page 2 of this memo. You may submit this form to the persons email named below. Purchase(s) may only be cancelled with the approval of Division of Instruction – Educational Options Programs Request(s) for cancellation, that should be sent to christina.rico@lausd.net. Schools will need to contact their Fiscal Specialist for all questions regarding budget and/or cost to purchase the position.

