

Los Angeles Unified School District
INTER-OFFICE CORRESPONDENCE

TO: Principals

RE: PURCHASE OF SUPPORT SERVICES PERSONNEL – PSYCHIATRIC SOCIAL WORKER

Budget Planning is now taking place for Fiscal Year **2026-27**. Your school has the option of purchasing a **PSYCHIATRIC SOCIAL WORKER** as Support Services Personnel. Categorically funded positions must provide support to identified at-risk students and English Learners based on data described in the Single Plan for Student Achievement. In addition, all positions funded with categorical resources are subject to federal and state time-reporting requirements. Schools must maintain a monthly Personnel Activity Report, if any part of the assignment is funded with compensatory education funds. **All school purchases must be reflected in the budget system during budget development.** Schools can purchase support services in the new year on a first come first served basis. Please inform us of your school's intent to purchase Psychiatric Social Worker time by completing this form. **Purchases may not be canceled after Budget Development.**

In 2026-27, schools with an enrollment of 600 students or more will receive a full-time Psychiatric Social Worker (PSW), and schools with an enrollment of 1,200 or more will receive an additional PSW allocation (2 FTEs total), as required by the UTLA contract.

During budget development, allocations will be based on E-CAST enrollment. Allocations may be adjusted based on Norm Day Enrollment. Schools may experience no change, an increase, or a decrease in resources.

There is no flexibility allowed on this resource.

Estimated cost for a PSYCHIATRIC SOCIAL WORKER.

Item No.	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)	1/2 Day (0.1 FTE)
13114	Itinerant Psych Social Worker (33D-5) 12200569	C	\$ 172,618	\$ 138,095	\$ 103,571	\$ 69,048	\$ 34,524	\$ 17,262
11072	Itinerant Psych Social Worker (33D-5) X-Time (weekly)*		\$ 3,572	\$ 2,858	\$ 2,144	\$ 1,429	\$ 715	\$ 358
	Itinerant Psych Social Worker (33D-5) (30 hours of X-time for crisis response or after-hours services)		\$ 2,679					

* X-Time prior to the beginning of the school year may not be funded with compensatory education funds.

* Use Budget Item Number when processing budget adjustments.

FUNDING OPTIONS AND REQUIREMENTS:

Your school may purchase additional Psychiatric Social Worker time from school-based budget programs.

Budget Planning Programs – The most common school-based budget programs for Budget Planning are listed in Table 1 below. Purchases from these programs must be included on your School Budget Signature Form. **Minimum purchase is 1 day per categorical program.****

Table 1 – Budget Planning Programs

(**minimum purchase is 1 day per categorical program)
 (**allowable to purchase is C Basis only)

Program Code	Program Name	Program Code	Program Name
10947	Academic Excellence	13027	General Fund School Program
10948	Joy & Wellness	11141	Off Norm Schools
10949	Engagement and Collaboration	11142	School Community Budget-Reg Sc
13723	Charter Sch Categorical Blk Grant	14873	BSAP-Sch Clim Wellness Pers Su
13724	Chrtr Sch Alloc In Lieu Of EIA	11266	Community Schools Resolution
13938	SDEP-Donations	10368	Options (Cont S)
14242	SDEP-Proceeds Film/Photo Rental	7S046**	CE-NCLB T1 Schools
10673	Equity Multiplier-SB114 Operational	7T691**	ESSA-Comprehensive Sup & Improv

For questions regarding any of the information provided above, please contact your Mental Health Regional Admin Coordinator.

Region	Coordinator	Telephone	Email
North	Veronica Real	(818) 654-3619	veronica.real@lausd.net
South	Lorena Valencia Barsoumian	(310) 354-3478	lxv9321@lausd.net
West	Araceli May	(213)332-5235	araceli.may@lausd.net
East	Anne Marie Gauto	(323) 224-3307	anne.gauto@lausd.net

School Name _____

Location Code _____

is purchasing a **PSYCHIATRIC SOCIAL WORKER** as follows:

Requested Staff: _____ or ☐ New Position:

Funding Program					
Number of Days					
Cost					
Percent if multi-funded					

Total Days: _____

My signature below approves and acknowledges that the School Site Council (SSC) and applicable advisory committees agreed to purchasing/funding the above position(s).

Print Principal's Name _____

Principal's Signature _____

Date _____

Please **email** this form **no later than** January 23, 2026, to:

✓ *Regional School Mental Health Field Coordinator.*