LOS ANGELES UNIFIED SCHOOL DISTRICT

# Public Schools | Community Spaces

## Local District Central Principals' Meeting
## 6 September, 2018

# LEARNING OUTCOMES

- Share updates about the Proposition 39 legal-policy framework
- Discuss resources to support safety and operations
- Looking ahead, 2018 – 2019 school year

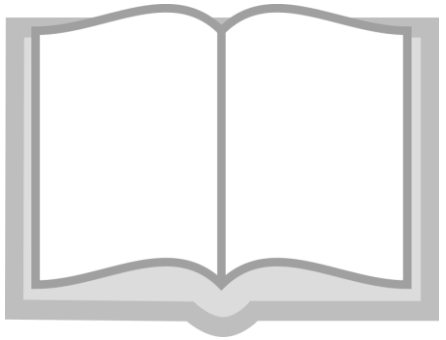
# PROPOSITION 39

## LEGAL POLICY AND FRAMEWORK

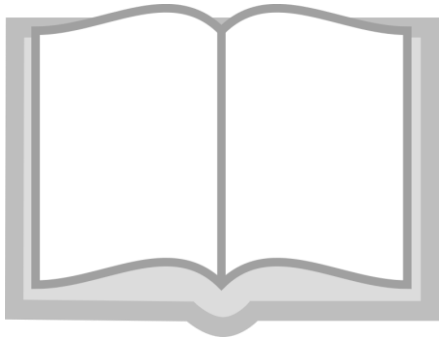
- Education Code Section 47614
- 5 CCR 11969.1-13
- LAUSD POL-BUL 5532.1
- Co-Location Principal's Resource Guide
- District Required Language

# PROPOSITION 39

## CALIFORNIA EDUCATION CODE, Section 47614



- Program mandated by a state law
- Smaller Classes, Safer Schools and Financial Accountability Act of 2000
- Amended California Education Code, Section 47614
- Law requirements:
  - Allows school facilities bond measures to be approved by 55% (rather than 2/3 of the voters) in local elections
  - **School districts required to share all space fairly**



# PROPOSITION 39

## CALIFORNIA EDUCATION CODE, Section 47614

(a) The ***intent of the people*** in amending Section 47614 is that public school **facilities should be shared** ***fairly*** among all public school pupils, including those in charter schools.

(b) Each school district shall make available, to each charter school operating in the school district, ***facilities sufficient for the charter school to accommodate all of the charter school's in-district students*** in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the district.

(4) Facilities requests based upon projections of fewer than 80 units of average daily classroom attendance for the year may be denied by the school district.

(5) The term "operating," as used in this section, shall mean either currently providing public education to in-district students, or having identified at least 80 in-district students who are meaningfully interested in enrolling in the charter school for the following year.

# PROPOSITION 39

## IMPLEMENTING REGULATIONS

1 of 11 DOCUMENTS

BARCLAYS OFFICIAL CALIFORNIA CODE OF REGULATIONS
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* THIS DOCUMENT IS CURRENT THROUGH REGISTER 2011, NO. 22, JUNE 3, 2011 *

TITLE 5. EDUCATION
DIVISION 1. CALIFORNIA DEPARTMENT OF EDUCATION
CHAPTER 11. SPECIAL PROGRAMS
SUBCHAPTER 19. CHARTER SCHOOLS
ARTICLE 3. FACILITIES FOR CHARTER SCHOOLS

*5 CCR 11969.1* (2011)

§ 11969.1. Purpose and Stipulation

(a) This article governs provision of facilities by school districts to charter schools under *Education Code section 47614*.

(b) If a charter school and a school district mutually agree to an alternative to specific compliance with any of the provisions of this article, nothing in this article shall prohibit implementation of that alternative, including, for example, funding in lieu of facilities in an amount commensurate with local rental or lease costs for facilities reasonably equivalent to facilities of the district.

AUTHORITY:

Note: Authority cited: *Sections 33031 and 47614(b), Education Code*. Reference: *Section 47614, Education Code*.

LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN

**TITLE:** Policy on Co-Locations for District School Facilities' Use Pursuant to Education Code Section 47614 (Proposition 39)

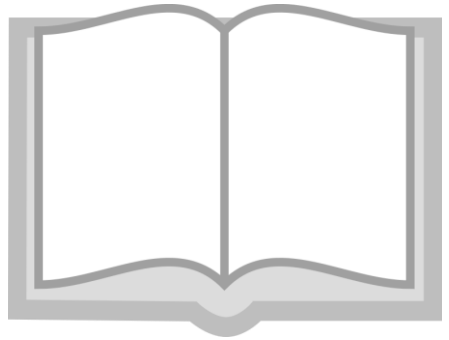
**NUMBER:** BUL-5532.1

**ISSUER:** Diane H. Pappas
Chief Executive Officer of District Operations and Digital Innovation

Darneika Watson-Davis, Ph.D.
Executive Director
Division of District Operations

**DATE:** December 4, 2017

**ROUTING**
Local District Superintendents
Administrators of Operations
Directors
Operations Coordinators
School Principals and Assistant Principals
Facilities Services Division
Charter Schools Division

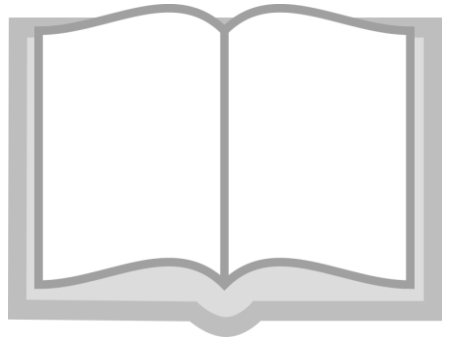


# KEY POINTS:

- **Integrated Safe School Plan**
- **Co-Location Planning Meetings**
- **Student, Staff and Volunteer Rosters**

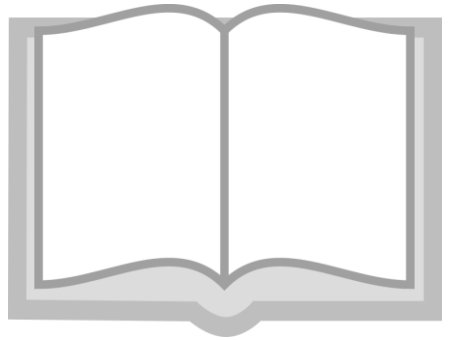
# Principal's Resource Guide

A guide for District and Charter Principals to successfully operate a co-located school campus, via Proposition 39.



# KEY POINTS:

- **Emergency Drill Procedures**
- **Checklist for Planning Meetings**
- **Templates for Meeting Agendas and Minutes**



# PROPOSITION 39

## SCHEDULE OF STEPS

- E-CAR and Capacity Assessment
- ADA Projections and Provisional Matches of Space
- Local District Instructional Committee Meetings
- Review and Approval by the Superintendent
- School Site Notification and Community Meetings
- Scoping and Issuance of Final Offers of Space

# PROPOSITION 39 TIMELINE

**Charter Schools — Nov 1st**

Submit written requests for facilities including projected Average Daily Attendance ("ADA").

**LAUSD — Dec 1st**

Reviews Charters' ADA projections and agrees, or objects and responds with projections the District considers reasonable.

**Charter Schools — Jan 2nd**

Respond to District's ADA projections.

**LAUSD — Feb 1st**

Makes preliminary proposals to Charter Schools with eligible facilities requests.

**Charter Schools — Mar 1st**

Respond to preliminary proposals.

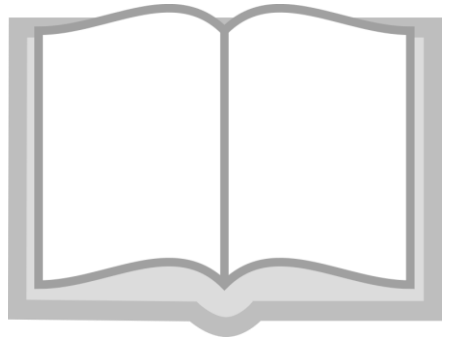
**LAUSD — Apr 1st**

Makes final offers to Charter Schools.

**Charter Schools — May 1st**

Accept or reject final offers. If final offers are accepted, Charter Schools occupy sites 10 working days prior to their first day of school instruction.

# Why does the district school have to share space with the charter school?



**2003**: CA Prop 39 Law established that **charter school students that live within LAUSD boundaries** are entitled to space at the LAUSD district schools they would have otherwise attended.

**All Los Angeles County residents**, including parents of charter school students, pay rent/property taxes that go towards **LAUSD facilities**.

Therefore, charter schools' in – district students are **legally entitled** to space on LAUSD campuses.

# CO-LOCATED SITES
# CAMPUS SAFETY AND OPERATIONS

**“The District’s intent is to ensure that each in-district student has a seat in a reasonably equivalent, safe, and conducive learning environment.”**

**(Policy on Co-Locations for District School Facilities’ Use Pursuant to Education Section 47614 [Proposition 39] BUL-5532.1, Page 2)**

# Tab 11.1 □ School Safety Checklist - Co-Located Sites

**Co-Located School Name: _____ LAUSD Loc. Code: _____Administrator Name: _____iSTAR Y / N**
**District School Name: _____ LAUSD Loc. Code: _____Administrator Name: _____iSTAR Y / N**

**DATE: _____ Site Visit Team Members: _____, _____, _____, _____**

| Compliance Requirements | Compliant<br>Non-Compliant<br>Not Reviewed | Supporting Documentation | NOTES:<br>Date for Corrective Action: _____ |
|---|---|---|---|
| Locked Campus<br>BUL-6492.1<br>OEHS Checklist Page 4 | ___ ___<br>___ ___<br>___ ___ | All gates / entrances locked<br>Only one entrance open @ _____<br>Entrance is monitored by: _____ | |
| Visitor's Policy Posted<br>BUL-6492.1<br>OEHS Checklist Page 4 | ___ ___<br>___ ___<br>___ ___ | Visitor's Policy referenced in parent/student handbook<br>Visitor's Policy posted @ _____<br>Visitor's Sign-in / ID Issued @ _____ | Section/page _____ |
| Emergency Information<br>First Day of School _____<br>Integrated Safe School Plan Completed by Annual Due Date<br>_____ REF-5511.7 | ___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___ | Emergency Contact Info on file for Staff, Students, & Volunteers<br>Copies on file with "District School"<br>Public Copy of SSP located @ _____<br>Public Review Sign-in Page<br>School Safety Committee Meets Regularly | Annual Calendar _____ |
| Child Abuse Awareness Training (CAAT)<br>BUL-1347.2<br>Suicide Prevention, Intervention & Postvention (Students)<br>BUL-2637.2 | ___ ___<br>___ ___<br>___ ___ | All staff trained: CAAT Date _____ SPIP Date _____<br>Agenda w/ Sign-in: CAAT Date _____ SPIP Date _____<br>Documentation type: CAAT _____<br>SPIP _____ | |
| School-Wide Discipline Policy<br>BUL-6231.0<br>School Climate Bill of Rights<br>Board Resolution 2013 | ___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___ | School Discipline Policy referenced in parent/student handbook<br>School Climate Bill of Rights referenced in parent/student handbook<br>Student Discipline Committee Meets Regularly to Implement:<br>- Data Driven Management System<br>- Tiered Interventions<br>- Alternatives to Suspension<br>- Positive Behavior Support<br>- Complaint Procedure | Section/page _____<br>Section/page _____ |
| Secondary Only<br>Administrative Searches:<br>Parent Notification Logs<br>BUL-5424.2<br>OEHS Checklist Page 5 | ___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___<br>___ ___ | Administrative Searches Policy referenced in parent/student handbook<br>Parent notification at beginning of school year - Date _____<br>Sample Letter Attached<br>Search team – member composition compliant<br>Random "wanding" for metal detection Log Date _____<br>Random locker searches - Log Date _____ # Searched_____ | Section/page _____<br>Section/page _____ |
| ISTAR<br>BUL-5269.2 | ___ ___<br>___ ___ | Reports entered into system<br>All reports fully completed & "Closed" | |

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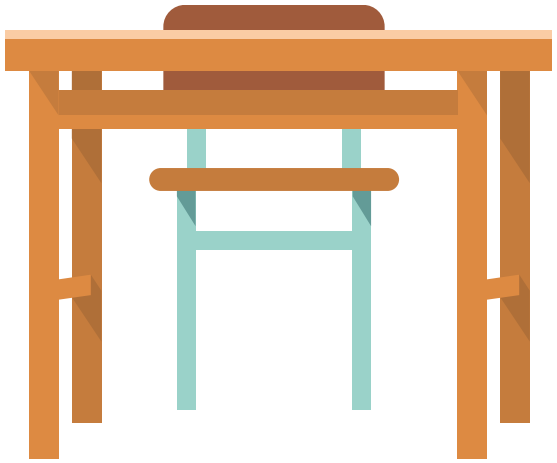

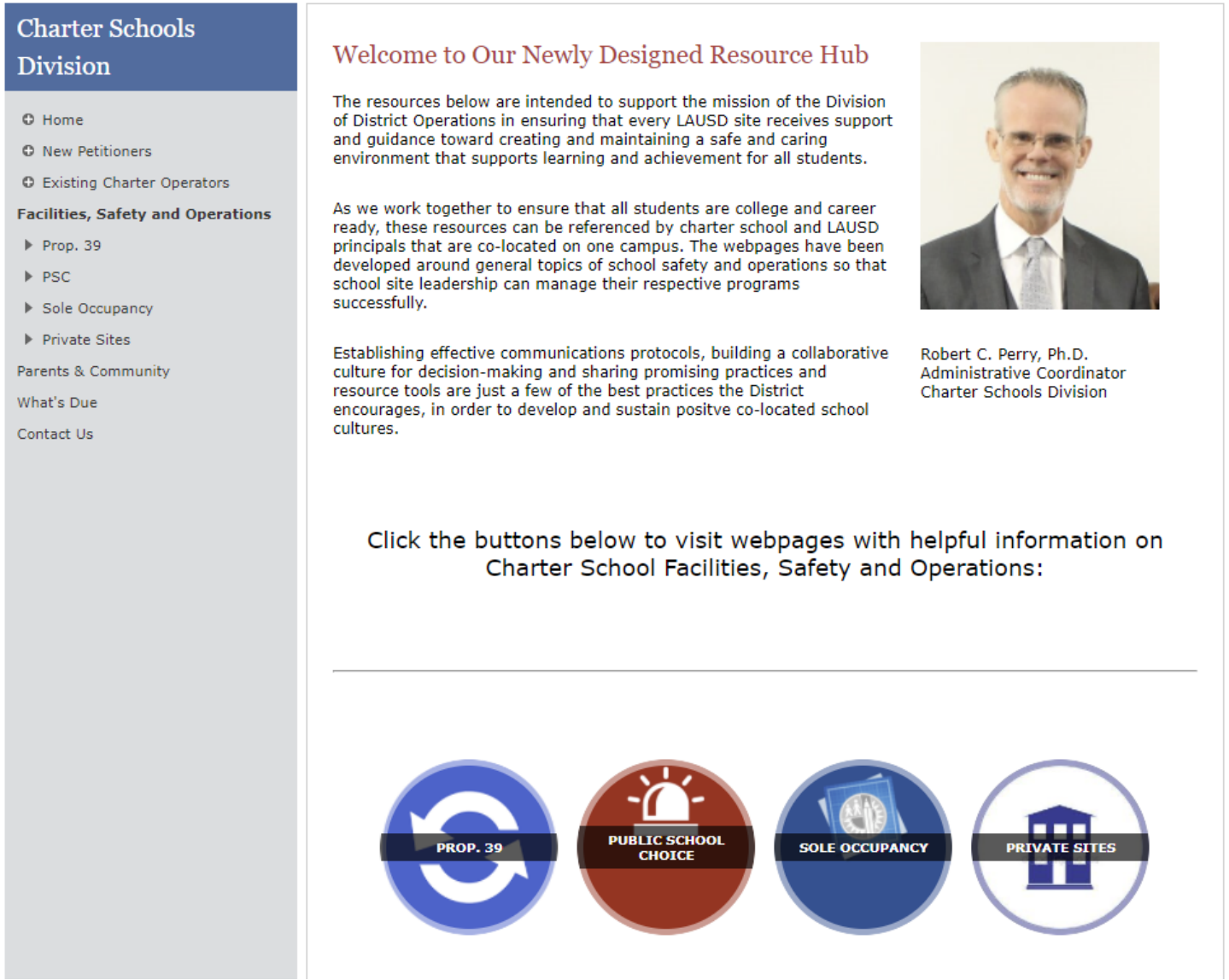


# WEBSITE

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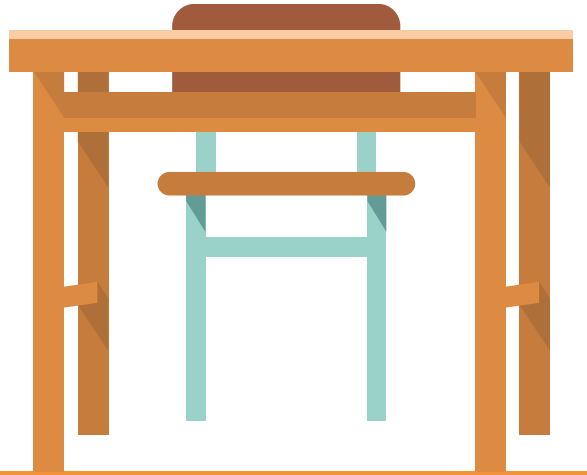


## E-CAR 2018 Overview

# For School-Based Representatives

LAUSD Master Planning and Demographics – School Management Services
213-241-8044
mpd@lausd.net

# Navigate to E-CAR Website

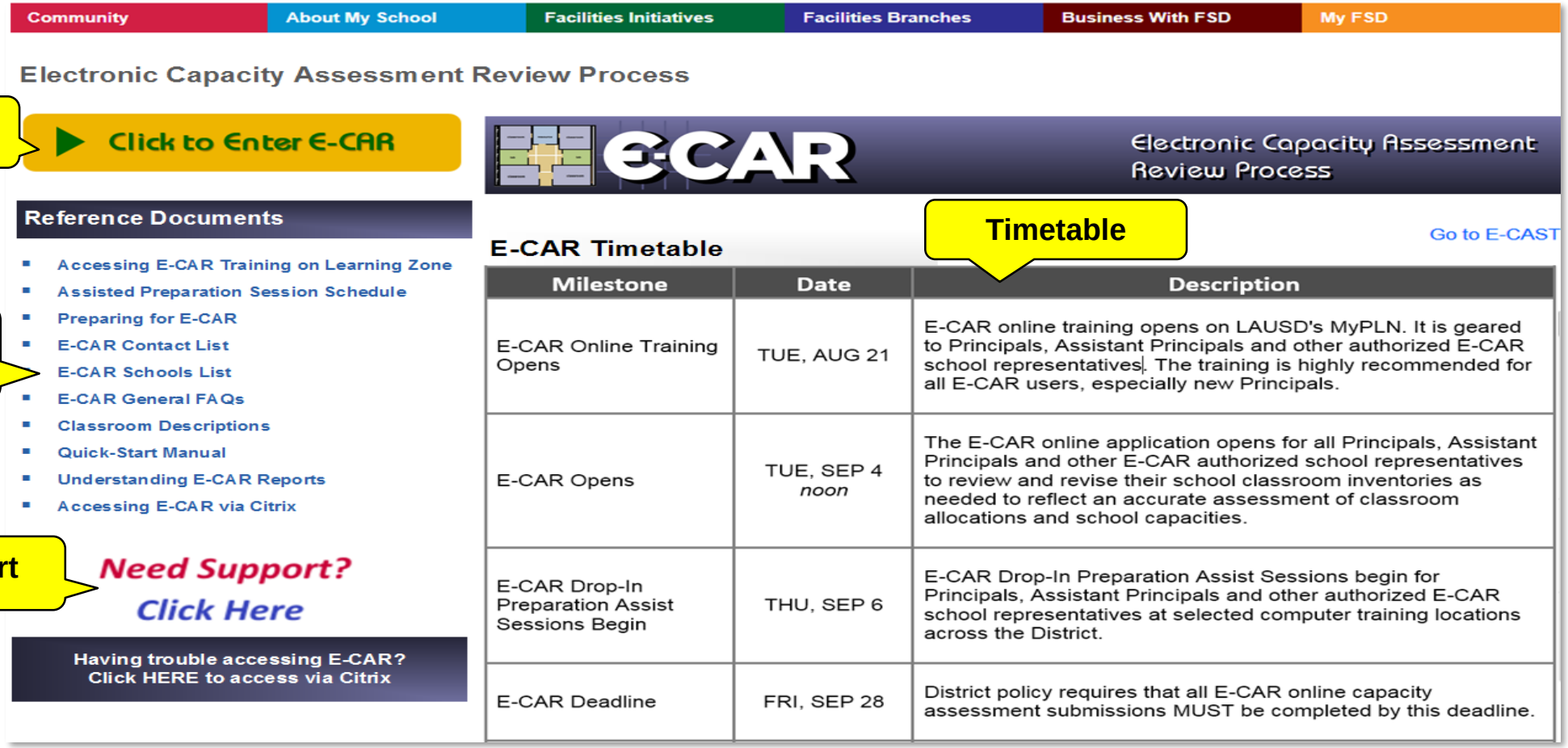
LOS ANGELES UNIFIED SCHOOL DISTRICT

**The E-CAR 2018 Website Opens Wednesday, August 8, 2018**

Navigate to the E-CAR website by typing www.laschools.org/ecar directly into your web browser's address bar, then pressing enter.

# E-CAR Website

LOS ANGELES UNIFIED SCHOOL DISTRICT




The E-CAR website has four sections: Log-in, Reference Documents, Support and Timetable.

# TIMETABLE

LOS ANGELES UNIFIED SCHOOL DISTRICT

Community | About My School | Facilities Initiatives | Facilities Branches | Business With FSD | My FSD

## Electronic Capacity Assessment Review Process

E-CAR Electronic Capacity Assessment Review Process

Go to E-CAST

### E-CAR Timetable

| Milestone | Date | Description |
|---|---|---|
| E-CAR Online Training Opens | TUE, AUG 21 | E-CAR online training opens on LAUSD's MyPLN. It is geared to Principals, Assistant Principals and other authorized E-CAR school representatives. The training is highly recommended for all E-CAR users, especially new Principals. |
| E-CAR Opens | TUE, SEP 4 *noon* | The E-CAR online application opens for all Principals, Assistant Principals and other E-CAR authorized school representatives to review and revise their school classroom inventories as needed to reflect an accurate assessment of classroom allocations and school capacities. |
| E-CAR Drop-In Preparation Assist Sessions Begin | THU, SEP 6 | E-CAR Drop-In Preparation Assist Sessions begin for Principals, Assistant Principals and other authorized E-CAR school representatives at selected computer training locations across the District. |
| E-CAR Deadline | FRI, SEP 28 | District policy requires that all E-CAR online capacity assessment submissions MUST be completed by this deadline. |

**E-CAR 2018 Opens to Principals: TUESDAY, SEPT 4, 2018**

E-CAR Opens to Principals on TUESDAY, SEPT 4, 2018 at 12:00 noon

# TIMETABLE

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**E-CAR 2018 Deadline for Principals: FRIDAY, SEPT 28, 2018**

E-CAR Deadline for Principals is FRIDAY, SEPT 28, 2018 at 11:45pm

# REFERENCE DOCUMENTS

LOS ANGELES UNIFIED SCHOOL DISTRICT

Community | About My School | Facilities Initiatives | Facilities Branches | Business With FSD | My FSD

## Electronic Capacity Assessment Review Process

**Reference Documents**

- Accessing E-CAR Training on Learning Zone
- Assisted Preparation Session Schedule
- Preparing for E-CAR
- E-CAR Contact List
- E-CAR Schools List
- E-CAR General FAQs
- Classroom Descriptions
- Quick-Start Manual
- Understanding E-CAR Reports
- Accessing E-CAR via Citrix

**Click Link for Drop-In Assisted Preparation Workshop Schedule**

### E-CAR 2018 Drop-In Assisted Preparation Workshops

E-CAR 2018 Drop-In Assisted Preparation Workshops are designed to provide you with hands-on assistance while you work on your school's E-CAR 2018 application. Remember to take the E-CAR online training and review E-CAR reference documents at www.laschools.org/ecar ***before*** you drop in. A team of E-CAR expert staff will be on hand to answer all your questions and help you every step of the way. Each workshop location is equipped with 20 to 30 PCs connected to the LAUSD network. You will be accommodated on a first-come, first-served basis. No appointment is needed!

### E-CAR 2018 Drop-In Workshop Schedule

| | Date | Time | Location | Address |
|---|---|---|---|---|
| 1 | Thu, Sept 6 | 8:30am-4:30pm | Fremont HS, Bldg B, Rm 210 | 7676 S San Pedro St, LA 90003 |
| 2 | Fri, Sept 7 | 8:30am-4:30pm | Fremont HS, Bldg B, Rm 210 | 7676 S San Pedro St, LA 90003 |
| 3 | Tue, Sept 11 | 8:30am-4:30pm | Zelzah Training Lab, Bldg 3, Rm 6 | 6505 Zelzah Ave, Reseda 91335 |
| 4 | Wed, Sept 12 | 8:30am-4:30pm | Zelzah Training Lab, Bldg 3, Rm 6 | 6505 Zelzah Ave, Reseda 91335 |
| 5 | Mon, Sept 17 | 8:30am-4:30pm | Marvin ES, Bldg C, Rm 38 | 2411 Marvin Ave, LA 90016 |
| 6 | Tue, Sept 18 | 8:30am-4:30pm | Marvin ES, Bldg C, Rm 38 | 2411 Marvin Ave, LA, 90016 |
| 7 | Tue, Sept 25 | 8:30am-4:30pm | Soto Rivera Training Lab, 1st floor | 2151 N Soto St, LA 90032 |
| 8 | Wed, Sept 26 | 8:30am-4:30pm | Beaudry Admin Offices, 29th floor, Rm 132* | 333 S Beaudry Ave, LA 90017 |
| 9 | Thu, Sept 27 | 8:30am-4:30pm | Soto Rivera Training Lab, 1st floor | 2151 N Soto St, LA 90032 |

Sample

Schedule for Drop-In Assisted Preparation Workshop Sessions

# SUPPORT

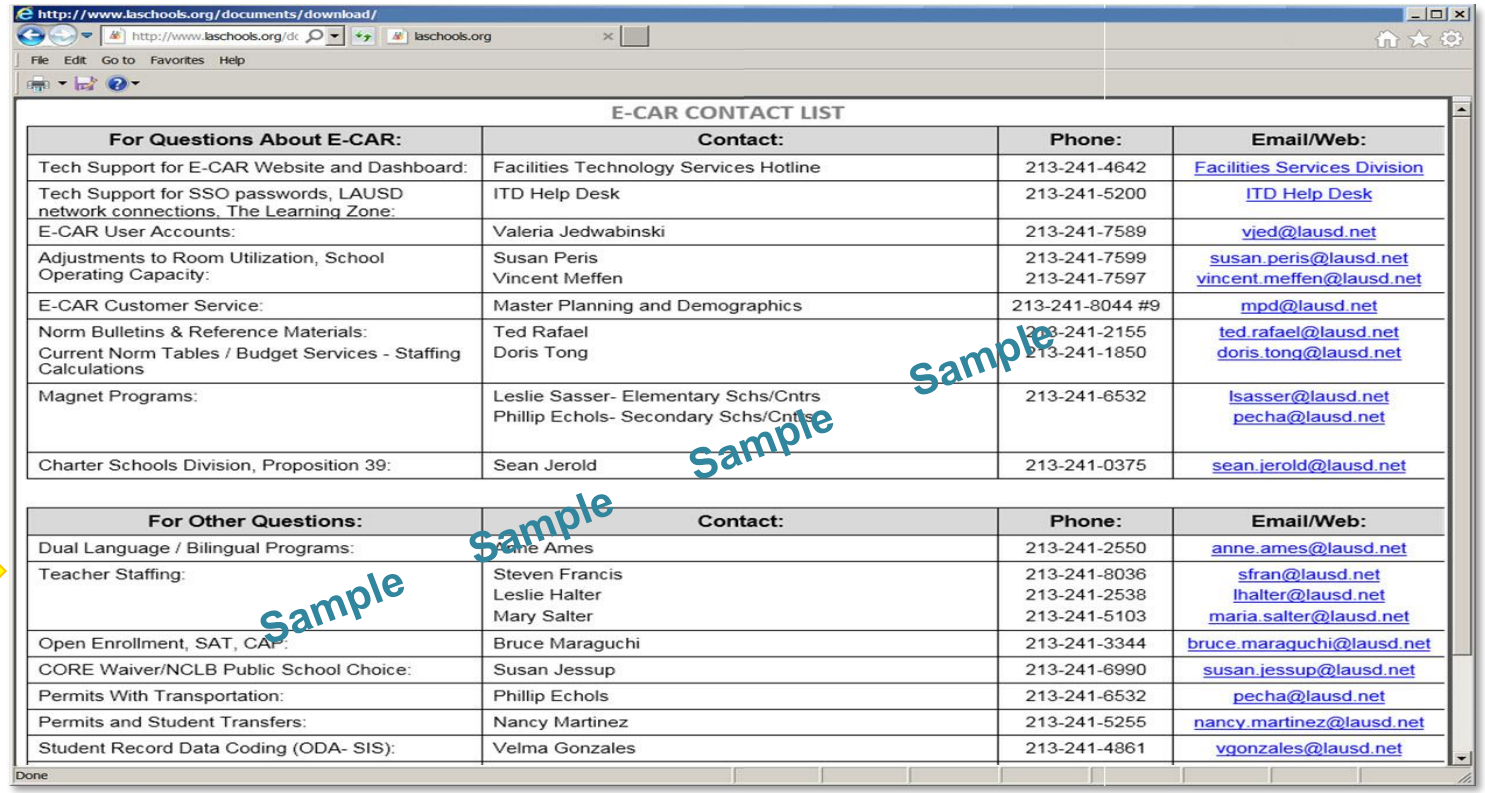
LOS ANGELES UNIFIED SCHOOL DISTRICT

Community | About My School | Facilities Initiatives | Facilities Branches | Business With FSD | My FSD

## Electronic Capacity Assessment Review Process

**Click Support Link for E-CAR Contact List**

*Need Support? Click Here*



http://www.laschools.org/documents/download/

File Edit Go to Favorites Help

### E-CAR CONTACT LIST

| For Questions About E-CAR: | Contact: | Phone: | Email/Web: |
|---|---|---|---|
| Tech Support for E-CAR Website and Dashboard: | Facilities Technology Services Hotline | 213-241-4642 | Facilities Services Division |
| Tech Support for SSO passwords, LAUSD network connections, The Learning Zone: | ITD Help Desk | 213-241-5200 | ITD Help Desk |
| E-CAR User Accounts: | Valeria Jedwabinski | 213-241-7589 | vjed@lausd.net |
| Adjustments to Room Utilization, School Operating Capacity: | Susan Peris<br>Vincent Meffen | 213-241-7599<br>213-241-7597 | susan.peris@lausd.net<br>vincent.meffen@lausd.net |
| E-CAR Customer Service: | Master Planning and Demographics | 213-241-8044 #9 | mpd@lausd.net |
| Norm Bulletins & Reference Materials:<br>Current Norm Tables / Budget Services - Staffing Calculations | Ted Rafael<br>Doris Tong | 213-241-2155<br>213-241-1850 | ted.rafael@lausd.net<br>doris.tong@lausd.net |
| Magnet Programs: | Leslie Sasser- Elementary Schs/Cntrs<br>Phillip Echols- Secondary Schs/Cntrs | 213-241-6532 | lsasser@lausd.net<br>pecha@lausd.net |
| Charter Schools Division, Proposition 39: | Sean Jerold | 213-241-0375 | sean.jerold@lausd.net |

| For Other Questions: | Contact: | Phone: | Email/Web: |
|---|---|---|---|
| Dual Language / Bilingual Programs: | Anne Ames | 213-241-2550 | anne.ames@lausd.net |
| Teacher Staffing: | Steven Francis<br>Leslie Halter<br>Mary Salter | 213-241-8036<br>213-241-2538<br>213-241-5103 | sfran@lausd.net<br>lhalter@lausd.net<br>maria.salter@lausd.net |
| Open Enrollment, SAT, CAP: | Bruce Maraguchi | 213-241-3344 | bruce.maraguchi@lausd.net |
| CORE Waiver/NCLB Public School Choice: | Susan Jessup | 213-241-6990 | susan.jessup@lausd.net |
| Permits With Transportation: | Phillip Echols | 213-241-6532 | pecha@lausd.net |
| Permits and Student Transfers: | Nancy Martinez | 213-241-5255 | nancy.martinez@lausd.net |
| Student Record Data Coding (ODA- SIS): | Velma Gonzales | 213-241-4861 | vgonzales@lausd.net |

Sample Sample Sample Sample Sample

Done

E-CAR Contact list

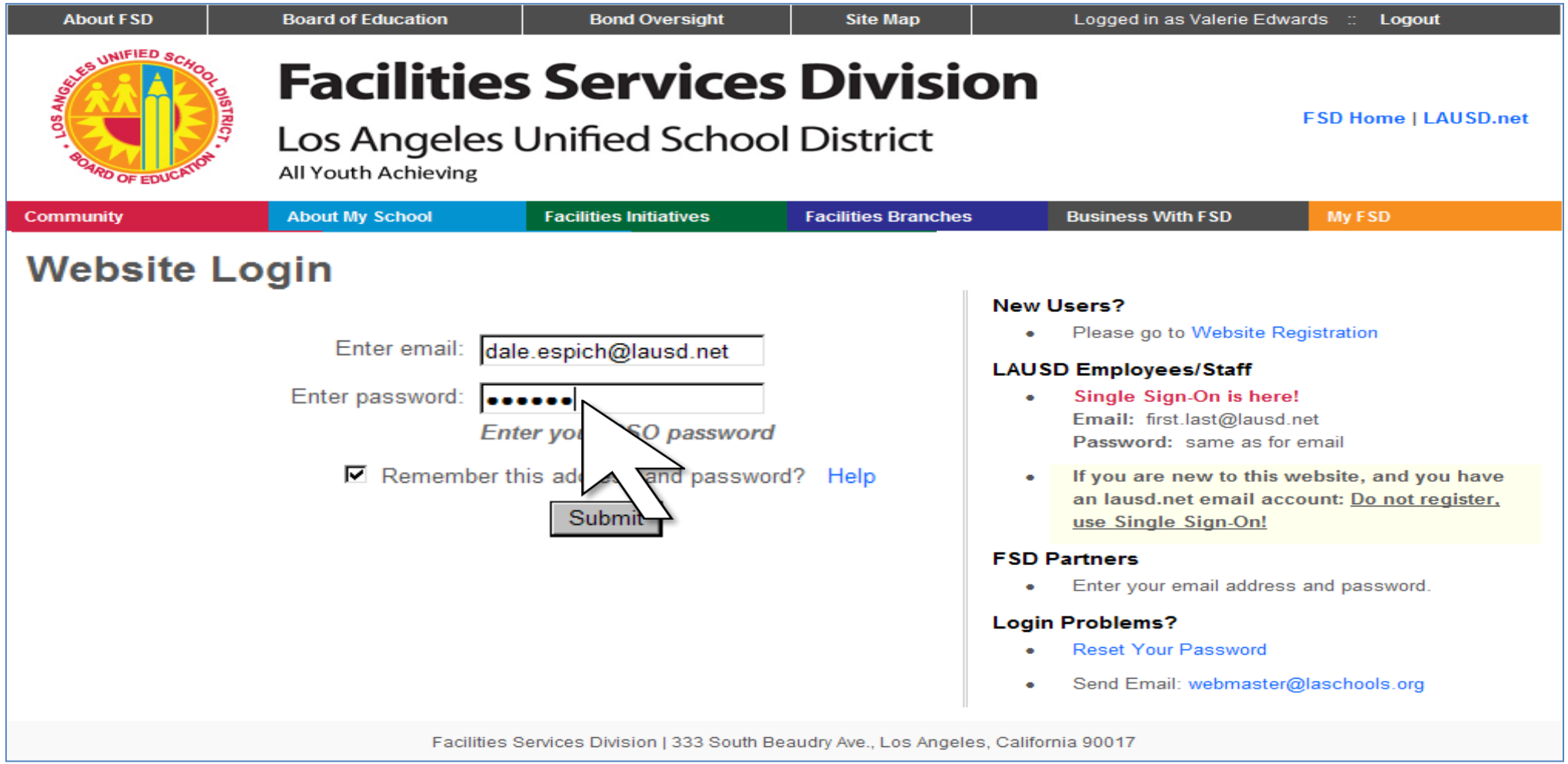
# LOG-IN

LOS ANGELES UNIFIED SCHOOL DISTRICT

LOG-IN: To log in to the E-CAR online application, use the Click to Enter E-CAR link

# LOG-IN

LOS ANGELES UNIFIED SCHOOL DISTRICT




At the log-in screen, enter your full LAUSD email address (including the @lausd.net extension) and your single-sign-on password, then click Submit.

Questions? Need Individual Assistance?

**Call E-CAR Customer Service 213-241-8044 press # 9**

***Thank You For Your Participation!***

Know your school

- Provide accurate classroom utilization
- Report the number of SpEd classrooms being utilized
- K-5/6 schools are you reporting all Pre K Programs
- K-5/6 schools Std size classroom is 700 or more SqFt
- Secondary schools Std size classroom is 800 or more SqFt
- Out of Service Rooms

***Thank You!***