



Local District Central

**BELIEVE • BEHAVE • BECOME**

## Friday's Operations Brief

VOLUME 4, ISSUE 3

AUGUST 12, 2016

### IMPORTANT DATES TO REMEMBER

C Basis Returns	8/15
Pupil Free Day	8/15
Campus Aide Meeting	8/15
First Day of Instruction	8/16
Calif Women's Equality Day	8/26
Admissions Day	9/2
Labor Day	9/5
Suicide Prevention Week	9/5- 9/11
Admissions Day	9/14
Principal' Professional Development	9/22

### WHAT'S DUE

July's Water Flushing Logs	8/1
July's Metal Detection Certification	8/1

## Eye on the Prize

Next Tuesday, school bells will ring and students across the District will enter our classrooms excited to begin the new school year. At Local District Central, we appreciate your hard work in preparing your school to welcome staff, families, and students on their first day of instruction.

At the Superintendent's Address this week, Ms. King shared that LAUSD "is on the move". She shared that preliminary SBAC scores indicate an increase in proficiency rates across the board. The greatest news, however, was the District's projected increase in graduation to 75%, the highest graduation rate "ever" in the LAUSD.

On Friday, August 12, 2016, Local District Central added 48 graduates to the Class of 2016 during the Summer Graduation Ceremony at Virgil Middle School. Parents, grandparents, friends, school administrators, and teachers beamed with pride as their graduate walked in to the auditorium to the tune of "Pomp and Circumstance". It's in this moment that our work as educators comes to fruition. Every student deserves this priceless moment.

As we begin the new school year, we must keep our "eye on the prize"- graduating students who are college and career ready.

Let's have a successful year and remember to Lead with Heart!





As Interim PSA Coordinator of Local District Central, Leilani Morales is happy to joining our team of committed educators and leaders. Top priority this school is year is to uphold the high attendance standards set forth by Superintendent King. Our target for 2016-17 school year is set for 72% of the students attending school 96% of the year. As we know, school attendance is everyone's business. Ms. Morales is committed to continue supporting Local District Central's efforts in ensuring all students "Attend Today, Achieve Tomorrow." Together, we will continue to support the students of Local District Central by ensuring that all LAUSD students are enrolled, attending, engaged and on-track to graduate.

## Pupil Services & Attendance

As such, LD Central is excited have 36 school-based Pupil Services and Attendance Counselors supporting 69 schools and the SEPA center. Additionally, LD Central schools will be supported by our Pupil Services team, Mario Vega and Marlene Correa, Lead PSA Counselors; and Rafael Rubalcava, SARB Chair.

Your ability to convey the importance of attendance from Day One will go a long way toward setting the tone for the school year! It's important to help families learn about the positive impact of good attendance and the negative effects of chronic absenteeism and its' impact in realizing their hopes and dreams for their children.

Promote good attendance habits from day one with the

following suggestions:

- \* Educate parents and staff about the importance of attendance and accurate record keeping
- \* Review your attendance data each month to identify and address areas of concern and make corrections to inaccurate attendance data to increase your school's attendance rate
- \* Engage parents and community partners that can help remove barriers
- \* Recognize students, parents and/or staff for proficient and improved attendance throughout the year

The LD Central PSA team will continue to provide you with monthly attendance tips. We encourage you to consult with the team. We look forward to a productive year!



### LD Central Pupil Services Team:

Leilani Morales	Interim PSA Coordinator	lxm8995@lausd.net
Marlene Correa	Lead PSA Counselors	myc1085@lausd.net
Mario Vega	Lead PSA Counselors	mvega@lausd.net
Rafael Rubalcava	SARB Chair	rafael.rubalcava@lausd.net

## Restorative Justice

For the 2016/17 school year, LD Central welcomes Restorative Justice Teachers.

- \* Marco Flores, Restorative Justice Teacher Adviser- LD Central
- \* Joe Arroyo, Restorative Justice Teacher - Franklin SH
- \* Jill Manning, Restorative Justice Teacher - Roybal LC
- \* Raphael Lieberman, Restorative

Justice Teacher - Downtown Magnet

- \* Lexus Lee, Restorative Justice Teacher – Obama Global Leadership Academy
- \* April Pernell, Restorative Justice Teacher – Jefferson SH
- \* Keith Gage, Restorative Justice Teacher – Maya Angelou Community School

Restorative Justice Teacher will soon arrive at

- \* Irving Middle School
- \* Marshall SH
- \* Belmont SH
- \* Santee LC

Should you have any questions or need assistance concerning Restorative Justice contact Marco Flores, Restorative Justice Teacher Adviser at

213-241-1917 [mfloves@lausd.net](mailto:mfloves@lausd.net).

## Associate Student Body Presidents Meeting

Franklin High School has kindly offered to host the two LD Central ASB Presidents' Meetings for the 2016-17 school year.

We strongly encourage the attendance of our schools' student leaders and their sponsors. The two-hour

meeting includes: VIP guest speakers, student leadership trainings, network development, and a catered lunch.

### Our dates for 2016-17:

- \* October 6: 12 noon – 2pm
- \* March 6: 12 noon – 2pm

### Location:

Benjamin Franklin HS  
820 N Ave 54  
Los Angeles 90042

The meetings are hosted by: Dr. Brenda Manuel, Director, Student Services Unit.

For more information contact:  
[Russell.copley@lausd.net](mailto:Russell.copley@lausd.net)



## Staff Relations Reminder: Teacher Openings

If you have any openings prior to norm day, please refer to Article IX-A, Section 2.1, a-c and consult with your Staff Relations Field Director.

### 2.1 Staffing Procedures After Initial Selection Through The Fifth Week of School or

**Track:** The following procedures apply to staffing decisions which occur after the completion of the

initial spring selection process and before norm date or the end of the 5th week of school or track (whichever is sooner):

- a. The principal and department or grade level chair working together shall reasonably determine who will fill the opening or vacancy.
- b. In doing so, they shall utilize the teacher preference forms or locally determined method for

identifying teacher preference and shall take into account seniority and educational program needs.

- c. If agreement is not reached or if the parties prefer, the openings and vacancies shall be filled by a new hire, transferee, substitute, or auxiliary assignment.

# More than a Meal

This year, the “More Than a Meal” Campaign began in July and will continue until October 24, 2016. At that time, each school’s collection data will become the basis for 2016-2017 Title I/LCFF funding eligibility.

Every school has been classified as a Provision 2/ CEP School or a Pricing School and should have already received appropriate forms.

- \* Provision 2/CEP Schools will collect Household Income Forms for every student new to the District. Schools are encouraged to include the form in enrollment packets. You will need to complete the school name, location code and student ID # prior to sending the forms to the Office of Data and Accountability. Additional forms are available by contacting Danna Escalante at

dme74491@lausd.net.

- \* Pricing Schools will collect 2016-2017 Meal Applications from every household. Parents may complete the form electronically at [www.myschoolapps.com](http://www.myschoolapps.com) or by submitting a hard copy to the school. Additional forms may be obtained by contacting the Food Services Team at (213) 241-4133.

By the end of this week, all SAAs will have received training at their Local District meetings and all Parent Representatives will be trained on September 14. A Principals’ Toolkit is available on the LAUSD website at <http://achieve.lausd.net/MTAM> . If you have questions or need assistance please feel free to reach out to our Local District Central’s Outreach Coordinator:

Jean Brown  
(818) 216-9708  
[jean.brown@lausd.net](mailto:jean.brown@lausd.net)

## School-wide Positive Behavior Intervention and Support (SWPBIS)

School-wide positive behavior intervention and support (SWPBIS) fosters a culture of discipline grounded in positive behavior intervention. Positive behavior support is a systems approach for establishing the social culture and individualized behavioral supports needed for schools to achieve both social and academic success for all. It is based on research that indicates the most effective discipline systems use proactive strategies

designed to prevent discipline problems.

All staff, students, and parents should model appropriate behavior to assist in creating a positive school climate. The most effective discipline systems use proactive strategies designed to prevent discipline problems. Before consequences are given, students must first be supported in learning the skills necessary to enhance a positive school climate and avoid a negative behavior.

As the school year begins, school safety committees are encouraged to

refer to BUL-6231.0: Discipline Foundation Policy: School-Wide Positive Behavior Intervention and Support [Attachment I] for more information. The District’s Discipline Foundation Policy webpage <http://achieve.lausd.net/Page/4653> provides additional resources available to all schools.



## Safe Schools/Safety Committee

Safe Schools are Successful Schools. As schools begin to establish committees for the new school year, it is imperative that all schools, especially co-location schools, have an active Safety Committee that meets regularly to discuss, modify and or adapt systems and routines around student safety. The required members and duties are outlined in Safe School Plan, Prevention, Volume I Section I.3. Please refer to table below for suggested topic/task timeline as a resource for your team.

SCHOOL MONTH	SCHOOL SAFETY COMMITTEE TOPIC/TASK
1	<ul style="list-style-type: none"> <li>✓ Assign Emergency Response Positions for <i>SSP Volume 2</i></li> <li>✓ Complete Emergency Contact Information Input Form, <i>SSP Volume 2</i></li> <li>✓ Assign Threat Assessment and Crisis Team positions for <i>SSP Volume 3</i></li> <li>✓ Enter data for <i>SSP Volumes 2</i> and <i>3</i>, create and print those plans</li> </ul>
2	<ul style="list-style-type: none"> <li>✓ Complete scorecards from <i>SSP Volume 1</i>, Chapters 2-6 and begin updating Chapter 7</li> <li>✓ Review <i>SSP Volume 2</i> and <i>Volume 3</i> in preparation for the fall emergency drill</li> </ul>
3	✓ Present the <i>SSP Volume 1</i> document to all stakeholders and secure signatures on the Certification Form
6	✓ Continuous review of <i>SSP Volume 1</i> , <i>Volume 2</i> , and <i>Volume 3</i> Adopt and own the plans. Monitor progress of goals for <i>Volume 1</i>
7	✓ Review <i>SSP Volume 1</i> , <i>Volume 2</i> , and <i>Volume 3</i> in preparation for the spring emergency drill
10	✓ Review and maintain <i>SSP Volume 1</i> , <i>Volume 2</i> , and <i>Volume 3</i> to incorporate new data, update information and analyze the effects on school practice



## School Enrollment Placement and Assessment (S.E.P.A.) Center

Formerly the GAP Center

The School Enrollment Placement and Assessment (S.E.P.A.) Center provides services to the following populations that may be experiencing difficulty enrolling: Unaccompanied Youth/Immigrants; Foster Care Youth; Highly Mobile Youth; Homeless Youth; Probation Youth. Please see attachment for more information [Attachment I].



# School Enrollment Placement and Assessment (S.E.P.A) Center

(Formerly GAP Center)

1339 Angelina Street, Los Angeles, CA. 90026

Monday - Friday

Hours of Operation: 8:00 – 3:00 p.m.

Closed for Lunch: 12:00 – 1:00 p.m.

**Summer Office Hours Open until Friday, June 24, 2016**

**Re-opens on Monday, August 1, 2016**

Serving students and siblings 1-18 years old, with or without insurance.

Services include:

- Assistance with School enrollment forms
- Physicals & School Entry Exams
- Immunizations and TB testing (for students/volunteers)
- Sport Physicals
- Nutrition Education
- Enrollment in Health Insurance Programs
- Mental Health Services (Crisis Counseling & Agency Referrals)
- Social Services Resources
- Legal Assistance Resources

S.E.P.A. serves populations that may experience difficulty enrolling:

- Unaccompanied youth/Immigrants
- Homeless Youth
- Foster Care Youth
- Probation Youth
- Highly Mobile Youth



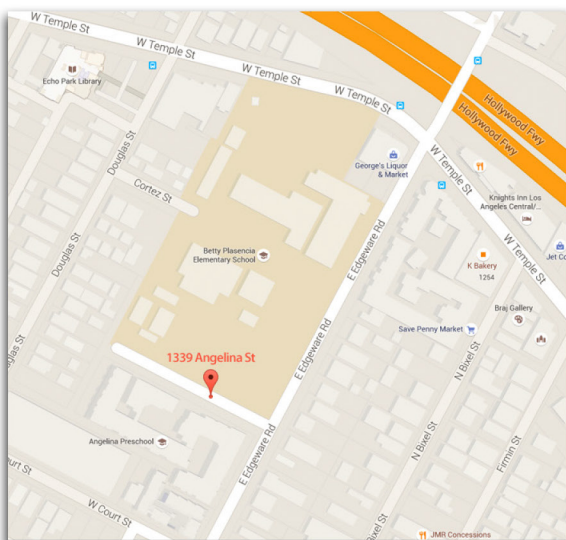
## **NO URGENT CARE OR EMERGENCY SERVICES AVAILABLE**

**Appointment/Walk-in Immunizations**  
(last walk-in at 2pm)

**Physicals by appointment only**

Located near Temple St. and North East Edgeware Rd. on the grounds of Plasencia Elementary. On Angelina Street, proceed up the stairs to the entrance of the S.E.P.A. Center.

**To schedule appointments or for questions call: 213-482-3954**



# Centro de Evaluación y Inscripción Escolar

(S.E.P.A., Por sus Siglas en Inglés, Anteriormente Conocido como Centro GAP)

1339 Angelina Street, Los Angeles, California 90026

Lunes - Viernes

Horario de atención: 8:00-3:00 pm

Cerrado para el almuerzo: 12:00-1:00 pm

**Horas de Oficina en el Verano: Abierto hasta el viernes 24 de junio del 2016  
Reabrimos el lunes, 1 de agosto del 2016**

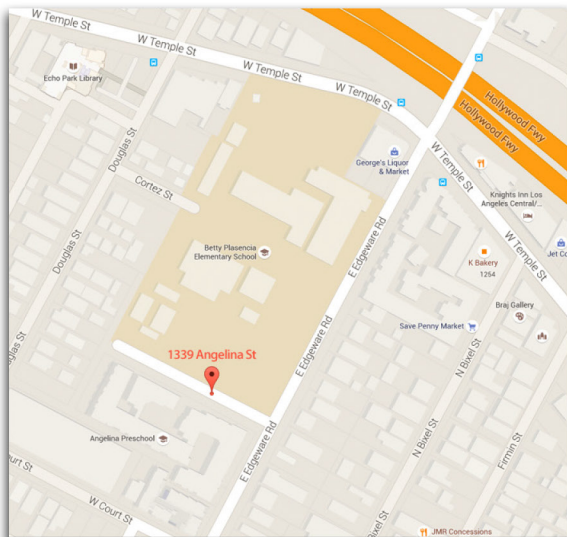
Prestamos servicios a los estudiantes y sus hermanos entre 1 y 18 años de edad, con o sin seguro médico.

Los servicios incluyen:

- Ayuda con los formularios de inscripción a la escuela
- Exámenes físicos y exámenes de ingreso a la escuela
- Vacunas y pruebas de tuberculosis (para estudiantes / voluntarios)
- Exámenes físicos deportivos
- Educación sobre la Nutrición
- Inscripción en programas de seguro para la salud
- Servicios de Salud Mental (consejería en crisis y remisiones a agencias)
- Recursos de Servicios Sociales
- Recursos de Asistencia Legal

El Centro S.E.P.A. presta servicio a grupos que puedan estar pasando por dificultades para inscribirse, como:

- Menores no acompañados / inmigrantes
- Menores en Hogares de Crianza
- Menores sin hogar
- Menores en Libertad Condicional
- Menores que cambian de ubicación frecuentemente



**NO HAY DISPONIBLES SERVICIOS DE  
ATENCIÓN URGENTE O DE EMERGENCIA**

**Vacunas con cita o sin cita (atendemos a la última persona sin cita a las 2 pm)**

**Exámenes físicos solamente con cita.**

Situado cerca de Temple St. y North East Edgeware Road. en el plantel de la Escuela Primaria Plasencia. Sobre la calle Angelina Street, proceder por las escaleras hasta la entrada del Centro S.E.P.A.

**Para programar citas o si tiene  
preguntas llame al: 213-482-3954**