

# Local District Central Friday's Brief

May 10, 2019

Volume 6, Issue 16



## Happy Mother's Day!

Where would we all be without a mother who inspired us to be educators? Mothers taught us to walk and read and write and sing and skip and ride a bike and a million other things besides. We hope you have a beautiful Mother's Day.

## Culminations & Graduations

As you prepare for this year's graduation and culmination festivities, it is important that students and families are well informed about these activities and the requirements necessary for students to participate in them. It is highly recommended that families are informed of about their child's ability participate close to the date of the activities and/or ceremonies. All secondary schools should have already formed a committee to hear appeals from those families whose students have not met the requirements to participate. Please consider that some of our students might have experienced circumstances that prevented them from meeting the requirements.



As the graduation ceremony is considered to be an instructional activity, LAUSD will no longer require students/parents to purchase caps and gowns as a condition for participation in the graduation ceremony. The District will provide, "rental" caps and gowns, **free** of charge to high school graduating seniors to use during the graduation ceremonies. The "rental" caps and gowns will be of the same quality and color as those made available to families to purchase as a keepsake. For your convenience, the District Policy Bulletins related to Graduation Requirements and Certificate of Completion are [BUL-3815.3](#), [BUL-6566.2](#), [BUL-6778](#).

## National Police Week: May 13-17, 2019

In 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, DC to participate in a number of planned events which honor those that have paid the ultimate sacrifice. Local District Central appreciates all Los Angeles School Police Officers who dedicate themselves to keep our students, staffs, and school safe.



As we continue to receive envelopes from the schools for the 2018 Consolidated Charitable Campaign, we are thrilled to report that so far **40** Local District Central schools have raised **\$27, 800**. Great Job LD Schools!

At this time, the following schools are still our top five! But we are still counting!

Please make sure to submit contributions by Wednesday, May 15th. Send envelopes via school mail to: Beaudry, LD Central, 11<sup>th</sup> Floor, Attention: Ricardo Lopez.

Union Ave ES	\$3,107
Delevan Dr.	\$2,562
Menlo ES	\$1,205
Del Olmo ES	\$1,134
Commonwealth ES	\$1,077

## Calendar Dates

Classified Employees Week	5/20-5/2
ROIs Due	5/24
SAA Meeting	5/30

## Reminders

### Campus Aide Training

Please refer to the [flyer](#) for the upcoming Campus Aide Training in May 28, 29, 30, 2019.



## Most Improved Attendance Celebration

Local District Central will be hosting the *4th Annual Most Improved Attendance Celebration* to recognize students and their parents for improvements with their attendance habits. As a Local District, we hold a strong belief that it is important to recognize students' progress and growth to set them on the path to proficiency for the following year.



School leaders are encouraged to nominate students who have struggled to maintain regular attendance but have made significant improvements. The event has limited spacing, there will be **90 allotted recognitions**.

To nominate students for the event, please submit the following via email to Mario Vega by May 15<sup>th</sup> at [mvega@lausd.net](mailto:mvega@lausd.net).

- Student Name and ID Number
- MiSiS Attendance Referral Report
- A few sentences to support your nomination(s)

Please see [attached flyer](#) for more details. If you would like to discuss a particular case, please contact the Pupil Services team at 213-241-0101.

The event will take place on:

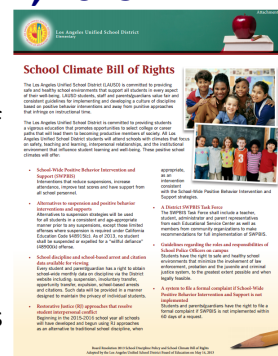
**Wednesday, May 29, 2019**

**Lanternman High School  
Auditorium  
2:00 – 3:00 p.m.**

## School Climate Bill of Rights Week: May 20-24, 2019

The Los Angeles Unified School District (LAUSD) is committed to providing safe and healthy school environments that support all students in every aspect of their well-being. LAUSD students, staff and parents/guardians value fair and consistent guidelines for implementing and developing a culture of discipline based on positive behavior interventions and away from punitive approaches that infringe on instructional time.

To celebrate the Bill of Rights 5th year of implementation, schools will receive a Principal's Toolkit with great resources to provide your students and teachers.



## Cannabis Educational Forum

Children's Hospital Los Angeles, Division of Adolescent Medicine, Substance Use Prevention and Treatment Program invites you and community members to the Cannabis Educational Forum that will be held next **Tuesday, May 14, 2019, 6pm** at City Hall Rotunda where LA city councilmembers will be in attendance to speak on this topic with constituents.

Please register below. Parking is available, but you must register your vehicle on the registration and bring [flyer](#) the day of please.

[bit.ly/cannabis-forum](http://bit.ly/cannabis-forum)

Please feel free to contact **Lorena Velasquez, MSPA**, at 323-361-3911 Direct Line or email at [lorvelasquez@chla.usc.edu](mailto:lorvelasquez@chla.usc.edu) should you have any questions.



## Immunization Awareness Campaign

As of July 1, 2019, a new state immunization requirement will oblige all 7<sup>th</sup> grade students to present evidence of having a pertussis (whooping cough) booster vaccine, also known as Tdap, as well as, a second dose of varicella (chicken pox). The Student Health and Human Services has created an Incentive Campaign to focus on current 6<sup>th</sup> grade students who will be entering 7<sup>th</sup> grade in the 2019-2020 school year. Their goal is to have 100% of all incoming 7<sup>th</sup> grade students meet the new immunization requirements by the first day of the 2019-2020 school year.

### Incentive Program

The District will promote immunization awareness by awarding an annual “Incredible Immunization” trophy to the Local District with the highest 6<sup>th</sup> grade overall compliance rate by May 31, 2019. There will also be a financial incentive of \$500 for the first three schools to reach 100% compliance in each Local District. Individual schools and Local Districts will be recognized and rewarded after the May immunization data has been evaluated.

Category	Incentive/ Dollar Amount
School with 6th grade enrollment: 21 to 99 students	\$ 500.00
School with 6th grade enrollment: 100 to 299 students	\$ 500.00
School with 6th grade enrollment: 300 or more students	\$ 500.00
Local District with the highest overall 6th grade immunization compliance rate	Trophy

We encourage every school to utilize our District clinics, as they will be open and focus on immunizations. The Division has created an Immunization Toolkit for schools which can be accessed at <https://achieve.lausd.net/immunization>. Local Districts will be provided with reports so their teams can assist schools who need additional support.

For questions or additional information please contact Sosse Bedrossian, Director, District Nursing Services, at (213) 202-7580 or at [sosse.bedrossian@lausd.net](mailto:sosse.bedrossian@lausd.net) or Pilar Llanes at [pillar.llanes@lausd.net](mailto:pillar.llanes@lausd.net) or Clare Reid at [clare.reis@lausd.net](mailto:clare.reis@lausd.net).

## LA Unified Community Schools Application Updates

- The 53 school principals that submitted a Letter of Intent were enrolled in a MyPLN course and received an email with the LA Unified Community Schools application, the Community Schools Implementation Team (CSIT) Proposal implementation plan from 2018, and link to an online introductory tutorial on LA Unified Community Schools.
- The course is available via search in MyPLN for all employees paid from the schools cost center. It will only be available to employees who report to those school sites. Therefore, APEIS and other centrally funded staff will not have access. These employees can send their name and email to Daisy Esqueda. Please see contact information below.
- The deadline to submit an application is Friday, May 31, 2019 by 5 PM.
- The Community Schools Steering Committee will select up to 20 schools that will get the year one \$150,000 planning grant by June 30, 2019.



The link to the online introductory tutorial [www.lausd.net/cdg/LA\\_Community\\_Schools/story\\_html5.html](http://www.lausd.net/cdg/LA_Community_Schools/story_html5.html).

For more information, please contact **Daisy Esqueda, M.S.S.W**, Project Management Administrator at (213) 241-7925 or email at [daisy.esqueda@lausd.net](mailto:daisy.esqueda@lausd.net)



## Fiscal Updates

As our fiscal year comes to an end, we continue to remind schools to plan according to cut-off dates published in [MEM-6016.6, 2018-2019 Procurement Year-End Closing Timelines](#).

In order to ensure that the cost of goods and/or services ordered is posted to the current fiscal year, transactions must have an APPROVED status in the SAP Procurement System by the dates indicated.

TRANSACTION TYPE FOR SCHOOLS AND OFFICES (NON-TITLE I)	Cut-Off Date
Shopping Cart for Non-Stock Purchases – \$25,001 to \$92,600	5/2/2019
Low Value Purchase Orders for Goods/Services – Up to \$25,000	5/9/2019 (8:00 pm)
P-Card and T-Card Purchases	5/17/2019
P-Card and T-Card Reconciliations**	6/14/2019
Toshiba Ghost Account Reconciliation**	6/14/2019 (Schools) 6/21/2019 (Offices)
Shopping Cart for Book and Instructional Materials Orders	5/20/2019
Shopping Cart for Book Orders - State Adopted	5/20/2019
Shopping Cart (STO) - Regular Warehouse Deliveries	6/21/2019 (8:00 pm)
Shopping Cart (STO) - Same Day Warehouse Deliveries	6/21/2019 (9:00 am)
Shopping Cart (STO) - Overnight Warehouse Deliveries	6/24/2019 (12:00 pm)
Shopping Cart (STO) -Warehouse Will-Call	6/28/2019 (5:00 pm)
Imprest Fund Claim Reimbursement Requests	6/14/2019
Travel Request Entries into SAP	5/31/2019
Travel Claim Reimbursement Requests (completed and approved with supporting documentation)	6/12/2019
Online Goods Receipts (Receivers)	6/29/2019 (4:30 pm)
Schools – Submission of all Other Budget Adjustments for Review and Approval	6/10/2019
Central Offices– Submission of Budget Adjustments for Review, Approval, and Posting	6/21/2019 (5:00 pm)