



LOS ANGELES UNIFIED SCHOOL DISTRICT

LOCAL DISTRICT CENTRAL

“Supporting 21st Century learners through leadership and service”

OPERATIONS UNIT

**MANDATORY SCHOOL ADMINISTRATIVE ASSISTANTS’
OPERATIONS MEETING**

LANTERMAN HS

THURSDAY, OCTOBER 24, 2019

11:00AM-3:30 PM

AGENDA

Networking and Lunch

WELCOME

- Framework of Focus

Roberto A. Martinez

District Superintendent

Eugene L. Hernandez

Administrator of Operations

Personnel Commission Self Service - PILOT

Loretta Cervantes

Human Resources Officer

Lorena Estrella

Principal Assignment Technician

Purchasing, Compliance, and Time & Effort

Jose Jarquin

FSEP Compliance Specialist

DLE/Unified Enrollment

Diana Sánchez

Dual Language Unified Enrollment Specialist

Updates

BREAK

BREAKOUT SESSIONS

Session 1: 1:25-2:25 pm

Session 2: 2:30-3:30 pm

**Welcoming Environment
(MANDATORY)**

Teresa Arreguin
Administrator
Parent and Community Engagement
Auditorium

**Budget
School Front End**

Jannette Low
Manager
Fiscal Services

**Fiscal Services
Head Start**

Arlene Bravo
Accounting Tech
Sterasha Cross
Sr. Fiscal Tech

**Dual Language/
Unified Enrollment**

Diana Sánchez
Specialist
Dual Language Unified Enrollment

Evaluations

A BIG thank you to our sponsor!

