September Attendance Awareness Month

This month, we celebrate "School Attendance Month". We are asking that you continue to focus on attendance at your school site. 96% or better is the percentage we want our employees and students at school. During this school year, we are encouraging school sites to offer a variety activities to promote attendance awareness. These activities should include the involvement of your whole learning community: teachers, parents, and students. As we know, missing just one day of school has negative consequences for a student's academic achievement.

Wear Green on Thursdays to promote School Attendance!

We would like to recognize and congratulate 64 LD Central schools who have 100% Attendance Submittal Rate from August 15th through August 26th. See Attachment 1 for a complete list of schools.

Wishing all Administrators and School Administrative Assistants a well deserved 4 day holiday. LAUSD observes September 2nd as California Admissions Day (actual day is September 9) to commemorate California as the 31st state of the Union. Labor Day, observed on the first Monday in September, celebrates the contributions our workforce has made to this great country.

iSTARs

LD Central has experienced many incidents in the first few weeks of school. We highly encourage all administrators to notify their respective operations coordinator when an incident requiring an iSTAR occurs. In doing so, operations coordinators may provide you support and resources.

E-CAR

Principals are now able to access E-Car 2016, the new on-line application the District is using this year to conduct the annual Capacity Assessment Review process for school facilities. Principals will be able to complete their school's Capacity Assessment Reviews until Thursday, September 29, 2016.

Training options are offered via the E-Car online training course on LAUSD Learning Zone, the E-Car Quick-Start Manual, and the comprehensive collection of E-Car pre-requisite reference document that are posted on the E-Car website at www.laschools.org/ecar.

If you should have any questions, please contact E-CAR Customer Service at 213-241-8044 extension #9.

Attendance Awareness Poster Contest

To support of our district attendance goal, our Local District Central Pupil Services team will be sponsoring the **1st Attendance Awareness Poster Contest** as part of *Student Attendance Awareness Month.* Details about the poster contest are included on the flyer (Attachment 2). All entries shall be mailed to LD Central, Pupil Services. You may also coordinate contest entries with Viviana Hernandez via email at viviana.r.hernandez@lausd.net or call (213) 241-0125.

New Student Attendance Goal 2016-2017

The 2016-17 District NEW attendance goal is for 73% of students to maintain an attendance rate of 96% or higher throughout the school year and for less than 10% of students to be chronically absent (missing 9% or more of the school year) as reflected in the graphic below.

FAR BELOW BASIC	BELOW BASIC	BASIC	PROFICIENT	ADVANCED
Less than 87%	87 – 91%	92 – 95%	96 – 99%	100%
24 or more absences	15-23 absences	8-14 absences	1-7 absences	0 absences

Chronic Absence

More likely to achieve at grade level and graduate

Is Your School Gold?

Local District Central Pupil Services will continue to provide you with the latest information on Attendance Submittal Rates. The table below reflects submittal rates through August 26th.

You made it through the first 13 days of school!!

ATTENDANCE SUBMITTAL		
Level	Submittal %	Number of LDC Schools through 08/26/16
Gold	100%	64
Silver	98% - 99.99%	80
Bronze	96% - 97%	17
	< 96%	12

Take a School Bus to Eaton Canyon Nature Center

EATON CANYON NATURE CENTER ASSOCIATES

Partners in Nature: School Bus Grant Program

Each year thousands of school children and their teachers from around the Los Angeles County visit Eaton Canyon Nature Center in northeast Pasadena for an introduction to the wild outdoors. Eaton Canyon Natural Area is a 190-acre zoological, botanical, and geological nature preserve situated at the base of the San Gabriel Mountains. Some children have never been in a natural setting before. The experience can change a life.

How do they arrange to come? They come on scheduled school tours, led by our experienced docent-naturalists. We lead tours for grades three to six, on Wednesdays and Fridays.   (Call 626-398-5420 to schedule a tour.)

And how do they get there? By school bus of course.

But schools have seen reduced funding in recent years, which means schools, especially "Title 1" schools, may not have the funds to rent buses for the trip. Thus the Eaton Canyon Nature Center Associates have created a grant program to help schools defray the cost of bus hire. A principal, school administrator, or classroom teacher is eligible to submit the simple one page application.

For further information see Attachment 3 or contact:

Margaret Mayotte-Hirn
Chair, Bus Grant Committee
Eaton Canyon Nature Center Associates
1750 North Altadena, Drive
Pasadena, California 91107
Email: bus.grant@yahoo.com

Safe Riding Practices Program

All students at one time or another will travel on a school bus for field trips, athletic contests, etc. The Transportation Services Division has developed a video program entitled, "Bus Safety: Safe Riding Practices and Bus Evacuation." The video program is approximately six minutes long and should be shown to all students and assigned adult riders who assist in supervising transported students. The video is available and can be downloaded at: http://achieve.lausd.net/Page/1797. Schools must show it within the first ten weeks of the first semester and document its completion.

The certification document should be sent by Friday, October 14, 2016 to:

Transportation Services Division, Safety Center
115 N. Beaudry Avenue
Los Angeles, CA, 90012

Norm Day Enrollment Dashboard

Starting 2016-2017 school year, Budget Services, through MiSiS, will have the Norm Day Enrollment Dashboard to help ensure that norm day enrollment counts are accurate and transparent. This Dashboard will provide enrollment counts for norming of general education resources.

The Norm Day Enrollment Dashboard will display the enrollment counts from the Classification Report and the adjustments for excessive absences, duplicates, age ineligible, and enrollments in one course only. The adjusted norm enrollment shown on the Dashboard is preliminary until the final validations are completed. Please refer to the attached document for instructions to navigate the new Norm Day Enrollment Dashboard (Attachment 4).

Healthcare for Students

Schools have a special connection to students and families, and ALL IN For Health is here with materials to help you connect them to coverage. Even though Covered California's open enrollment period has ended, you can still help connect families to affordable health coverage options. All income-eligible children qualify for Medi-Cal, regardless of their immigration status, and ALL IN For Health is here to help you spread the word about this new opportunity for families. Download or order the toolkit materials and send them home with students to spread the word about affordable coverage and care options. http://www.allinforhealth.org/back_to_school_2016

Walk to School Day October 5, 2016

We invite you to participate in Walk to School Day 2016!

Walk to School Day brings together students, school administration and staff, parents, and valued community members to celebrate the value of walking to school. The event provides a fun way to increase physical activity, improve health, and highlight the need for improvements to create safer spaces for students that walk and bike.

Register today and receive a banner. Is your school registered? Follow the link to learn more about this event and register your school. You can also ideas for ways to celebrate the day like "Walk with the Principal" or creating a "Walking School Bus" http://www.walktoschoolday-la.org/

Chemical Safety Coordinator Training

Administrators at secondary schools where the school curriculum includes chemistry or science laboratory classes are required to appoint a Chemical Safety Coordinator (CSC). The CSC must be a certificated employee, preferably a science/chemistry teacher. Chemical Safety Coordinators (CSCs) are required to attend two meetings each fiscal year and complete all required duties outlined in REF-1563.3 in order to qualify for the stipend payment. For the 2016-17 school-year, meetings will be held on the dates listed below. Please contact Pauline Garzon at (213) 241-3199 or by email pauline.garzon@lausd.net for more information.
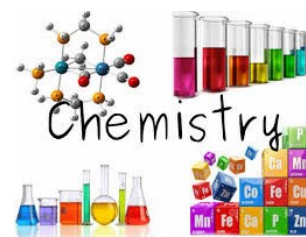
Operation School Bell on Wheels is a service of the Assistance League of Los Angeles. They provide at risk and underserved children with new clothing for school – backpack, sneakers, socks, underwear, white polos, uniform bottoms, jacket, grooming supplies, and a book.

This year Operation School Bell on Wheels will dress 250 kids at Wadsworth Elementary School!

LD Central Primary Center and Elementary School Principals will be receiving the detailed information by e-mail soon.

Should you have any questions, please contact Gloria E. Velasquez, LD Central Organization Facilitator at (213) 241-0137.

Safe School Plan: Volumes 1-3

Eleven (11) LD Central schools have completed Safe School Plans: Volumes 1-3! This is a great start! Help our Local District meet our 100% on-time completion rate.

Should you need assistance or clarifications, please reach out to your Operations Coordinator for assistance. We appreciate all schools who have logged on and completed or are in progress of completing their Safe School Volumes I, II and III on time.

Reminder: Safe school plans volumes 1-3 are due on October 4th!

A Friendly Reminder

Have a New Teacher?

The Human Resources Division has support systems and resources available to administrators and new teachers to increase new teacher retention throughout the District. Please keep in mind the following supports:

Teacher Quality Specialist (TQS): Lalaine Tan, Teacher Quality Specialist for LD Central, coordinates the retention goals and support for new teachers. Please contact her for information and assistance regarding support available to your new teachers: ltan3@lausd.net, (213) 241-5100 ext. 29090.

Principal's Checklist for New Teacher Success: The New Teacher Success Checklist [Attachment1] encompasses examples of successful new teacher support strategies that have been implemented at LAUSD schools. Please consider using the checklist to set the stage for your new teachers' success.

New Teacher Resource Guide: The New Teacher Resource Guide is available at http://achieve.lausd.net/Page/8279 This guide provides information regarding LAUSD procedures, new teacher strategies and important support links for your new teachers.

Promote Your School

The Office of Communications is very excited to announce the launch of the School Promotion Materials website. Professional, eye-catching templates of school brochures, posters, flyers, postcards, banners and newsletters were created for schools to access and personalize their message and promote their learning communities. The website address is http://achieve.lausd.net/promotemyschool. It can also be located on the Office of Communications website under "Communication Resources." A single sign-on is required.

Latino Heritage App Challenge

Don't miss this great opportunity for your K-12 students! The Latino Heritage App Challenge combines the arts and technology with a focus on community solutions. Submission of an idea can be in many forms: video, drawing, words, speech, song, etc. No previous tech/app experience needed to enter.

Please refer to the flyer for more information (Attachment 5)or visit the webpage http://www.latinoheritage.la/appchallenge/

Local District Central High School
Attendance Submittal Rates
(Cumulative as of 8/26/16)

100% (Gold)		100% (Gold)	
School	**Rate %**	**School**	**Rate %**
20th St El	100.00%	Gratts LA for YS DLC	100.00%
24th St El	100.00%	Hooper Ave PC	100.00%
28th St El	100.00%	Hoover St El	100.00%
28th St El DLC Sp	100.00%	Huerta El	100.00%
49th St El	100.00%	Jones El	100.00%
9th St El	100.00%	Jones PC	100.00%
Aldama El	100.00%	Kahlo HS	100.00%
Aldama El DLC Sp	100.00%	Kim El DLC Sp	100.00%
Alexander Sci Ctr Sch	100.00%	Lafayette Park PC	100.00%
Allesandro El	100.00%	Logan St El DLC Sp	100.00%
Allesandro El CL Mag	100.00%	Los Angeles El	100.00%
Aurora El	100.00%	MacArthur Pk El DL Sp	100.00%
Buchanan St El	100.00%	Mariposa-Nabi PC	100.00%
Burbank MS	100.00%	Mayberry St El	100.00%
Cahuenga El	100.00%	Mayberry St El DL Sp	100.00%
Cahuenga El DLC Ko	100.00%	Micheltorena St El	100.00%
Cahuenga El DLC Sp	100.00%	Micheltorena St El DL	100.00%
Castelar St El	100.00%	Monte Vista St El	100.00%
Castelar St El DL Ma	100.00%	Olympic PC	100.00%
Commonwlth Ave El	100.00%	Plasencia El	100.00%
Commonwlth Ave El Mg	100.00%	Plasencia El M/S Mag	100.00%
Dahlia Hts El	100.00%	Poindexter LaMotte El	100.00%
Del Olmo El	100.00%	Politi El	100.00%
Dorris Place El	100.00%	RFK Ambsdr Glbl Ed Ko	100.00%
Eagle Rock El GHA Mag	100.00%	RFK Ambsdr Glbl Edu	100.00%
Eagle Rock El HG Mag	100.00%	RFK UCLA Comm Sch DLC	100.00%
Elysian Heights El	100.00%	Ride El Smart Acad	100.00%
Esperanza El	100.00%	Salvin Sp Ed Ctr	100.00%
Esperanza El DLC Sp	100.00%	San Pascual El STEAM	100.00%
Garvanza El	100.00%	San Pedro St El	100.00%
Glassell Park El	100.00%	Sotomayor LA LARS	100.00%
Gratts LA for YS	100.00%	White El	100.00%

Local District Central High School
Attendance Submittal Rates
(Cumulative as of 8/26/16)

98% - 99% (Silver)		98% - 99% (Silver)	
School	Rate %	School	Rate %
Angelou Community SH	99.99%	Normandie Ave El	99.50%
Studio School	99.99%	Cortines Sch of VAPA	99.50%
10th St El	99.98%	Estrella El	99.49%
Eagle Rock El	99.98%	Marshall SH	99.48%
Delevan Drive El	99.98%	West Adams Prep SH	99.47%
Ivanhoe El	99.98%	Irving MS MME Mag	99.46%
Alexandria Ave El	99.97%	Norwood St El	99.45%
Toland Way El	99.97%	RFK Ambsdr Glbl Ldsh	99.38%
Aragon Ave El	99.97%	Manual Arts SH	99.37%
Glenfeliz Blvd El	99.96%	King Jr El	99.35%
Union Ave El	99.96%	Hooper Ave El	99.29%
Mack El	99.96%	Mt Washington El	99.29%
West Vernon Ave El	99.96%	Trinity St El	99.23%
Bushnell Way El	99.95%	Franklin Ave El	99.17%
Kim El	99.95%	Early College Acad	99.16%
Alexander SCS DLC Sp	99.95%	Central HS	99.16%
Riordan PC	99.95%	Ascot Ave El	99.13%
Wadsworth Ave El	99.94%	Roybal LC	99.13%
Dayton Heights El	99.93%	Lake St Primary	99.11%
MacArthur Pk El VAPA	99.93%	Vermont Ave El	99.09%
Clifford St M/T Mag	99.93%	Lockwood Ave El	99.08%
Orthopaedic Hsp SH Mg	99.93%	Berendo MS	99.07%
Fletcher Dr El	99.90%	Highland Park HS	99.02%
Annandale El	99.85%	Hobart Blvd El	98.96%
Lanterman HS	99.82%	Eagle Rock HS	98.93%
Rosemont Ave El	99.80%	Los Angeles Acad MS	98.89%
Menlo Ave El	99.79%	King MS Mag Flm/Mdia	98.89%
Widney HS	99.79%	Harmony El	98.84%
Clinton MS	99.78%	Contreras LC Bus Tr	98.70%
Logan St El	99.77%	Lexington Ave PC	98.70%
Castro MS	99.77%	Adams MS	98.70%
Contreras LC Glbl St	99.69%	Nava College Prep	98.57%
Los Feliz STEMM Mag	99.69%	Normandie Ave El DLC	98.52%
Contreras LC Soc Jus	99.66%	RFK Ambsdr Glbl Ed Sp	98.28%
Liechty MS	99.65%	Jefferson SH	98.27%
RFK UCLA Comm Sch	99.62%	Buchanan St El M/S Mg	98.16%
Rockdale VAPA Mag	99.61%	Nava LA Sch Bus&Tech	98.14%
Arroyo Seco Mus/S Mag	99.56%	Franklin HS	98.13%
Contreras LC ALC	99.55%	Maple PC	98.11%
DBM	99.52%	Kim Academy	98.01%

Local District Central High School
Attendance Submittal Rates
(Cumulative as of 8/26/16)

96% - 97% (Bronze)	
School	**Rate %**
32nd St USC PA Mag	97.95%
Foshay LC	97.94%
LAUSD/USC CA/Eng Mag	97.78%
Magnolia Ave El DL Sp	97.72%
Main St El	97.69%
Virgil MS	97.50%
Yorkdale El	97.03%
Santee EC	96.86%
CDS Tri-C	96.81%
Nevin Ave El	96.80%
Nava LA Sch Art&Cult	96.74%
Kim El DLC Ko	96.73%
Atwater Ave El	96.63%
Weemes El	96.39%
Lizarraga El	96.38%
Belmont SH	96.20%
RFK Sch Vis Arts/Hum	96.03%

Below 96%	
School	**Rate %**
RFK LA SH Arts	95.91%
Sotomayor LA HADA	95.32%
Obama Glbl Prep Acad	94.94%
Carver MS	94.16%
Magnolia Ave El	93.49%
Secondary CDS	93.17%
Mack El DLC Sp	92.06%
Lee El Med Hlth Mag	91.88%
RFK New Open Wld	91.35%
Main St El DLC Sp	91.00%
McAlister HS CYESIS	83.28%
Newmark HS	81.64%

LOCAL DISTRICT CENTRAL ATTENDANCE MONTH POSTER CHALLENGE

Purpose: Attendance Awareness Month

Emphasis: Elementary, Middle and High School

All entries should include the following:

- ❖ Poster size (8 ½" x 11") not to exceed (11"x17")
- ❖ Promote a positive attendance message
- ❖ Posters should represent student's artwork (no computer generated images)
- ❖ Cultivate a school-wide culture of attendance
- ❖ Back of the poster must include students name, school name and grade.

Winners will be announced on September 30, 2016

- ❖ All student entries will have an opportunity to receive a certificate of participation for entering the poster contest.

- ❖ Winners will receive gift cards to Little Caesar's Pizza.

All entries shall be mailed to LD Central, Pupil Services. In addition, posters can be picked up from your school please email viviana.r.hernandez@lausd.net or call (213) 241-0125, Viviana Hernandez.

Mail to:

LD Central Pupil Services
Beaudry/ 11th Floor

*For attendance awareness month ideas please visit, http://www.attendanceworks.org/

LOCAL DISTRICT CENTRAL
ATTENDANCE MONTH POSTER CHALLENGE

In support of our District attendance goal, our Local District Central Pupil Services team will be sponsoring the 1st ever Attendance Month Poster Challenge as part of **September Student Attendance Awareness Month.**

We are looking forward to showcasing student art work on the 11th floor, LAUSD Headquarters. Please submit all entries by September 23, 2016. All posters shall be submitted in $8^{1/2}$ x 11 not to exceed 11x17." Our Local District Central staff will select winners by level (Elementary, Middle and High School). Voting will take place the week of September 26th.

Prizes include gift cards and certificates that will be awarded by September 30, 2016.

*All entries shall be mailed to LD Central, Pupil Services or for coordination of pick up email viviana.r.hernandez@lausd.net or call (213) 241-0125, Viviana Hernandez.

EATON CANYON NATURE CENTER ASSOCIATES *Partners in Nature*

School Bus Grant Program: 2016-2017 school year   **Application**

Applicant's Name   _____

School Position_____

School Name and District_____

School Address_____

                              _____

Best telephone # to reach you_____ Email Address_____

Principal and email_____   For LAUSD, Location Code_____

No. of buses for which you are requesting a bus grant_____

No. of students_____ (max of 60 per date) Grade level(s) between grades 3 and 6_____

Have you reserved a date/dates for your docent led tour?   Date/dates_____

Transportation cost_____ How much are you asking for? _____**Please note that documentation after the tour of the actual cost will be necessary for issuance of grant funds. Funds will be disbursed only if the school group arrived at the confirmed date and time and checked in at the Nature Center for its tour.**

Please explain why your school needs this grant, with evidence of financial need (eg. Title 1 status, school budget, or whatever shows the need.)

Has your school had an Eaton Canyon school bus grant in the past two years?   Yes No

Are you able to provide a 1:10 adult/child ratio during the visit?   Yes No

Can you prepare your students with some nature information in advance?   Yes No

Will you remind your students that respectful behavior will be expected?   Yes No

Will you complete the post-visit questionnaire and evaluation after your visit?   Yes No

Please submit the application, and any additional information you would like to add, such as evidence of financial need, by mail or email to:

Margaret Mayotte-Hirn, Chair   Bus Grant Committee,

Eaton Canyon Nature Center Associates

1750 N. Altadena Drive, Pasadena, Ca 91107

Email: bus.grant@yahoo.com

EATON CANYON NATURE CENTER ASSOCIATES

Partners in Nature Bus Grant Program

Eaton Canyon Natural Area and Nature Center

1750 N Altadena Dr., Pasadena, Ca 91107

School bus grant program: 2016-2017 school year   Information Sheet

WHAT IS THE SCHOOL BUS GRANT PROGRAM?

 Each year thousands of school children and their teachers come to Eaton Canyon Nature Center by school bus on docent-naturalist led field trips for an introduction to the wild outdoors. To encourage schools to send their students on our docent led tours, the Eaton Canyon Nature Center Associates have created a grant program to help schools defray transportation costs. A limited number of grants are available each year for up to $400 per bus or a grant of $800 for one school (ie two buses.)

WHO CAN APPLY FOR A GRANT?

Principals, school administrators, and classroom teachers for grades 3-6 in Los Angeles County are all eligible to apply. **Please note this is only for grades 3-6.**

WHAT IS THE PROCESS?

- After Sept 1, call for a reservation for a date or dates for a docent-guided tour. Tours are scheduled for school groups in **grades three to six**, 10am to 12pm, on Wednesdays and Fridays, from October until the end of the school year. Reservations are made by telephone, 626-398-5420. We can accommodate up to 60 students per tour.
- Applicants then immediately submit the application, with any additional information, and evidence of the school's financial need, including Title 1 status, if any.
- The applicants schedule their bus or buses.
- The grants can be approved on a first come/first served basis, but funds are limited. If all the criteria on the application are met; (e.g. financial need, 1 adult/10 students ratio, prior preparation of the students for the visit, whether a grant has been issued to the school in the past two years), the grant can be authorized.
- Come for the tour. *Please allocate enough time to arrive by 10am.*

Funds are disbursed after the tour upon receipt of documentation of the actual amount spent. **They will be disbursed after the visit ONLY if the following conditions are met: The school group arrived on the confirmed date and time and checked in at the Nature Center for its docent led tour.**

For further information and to obtain an application, contact:

Margaret Mayotte-Hirn, Chair, Bus Grant Committee
1750 N. Altadena Dr., Pasadena, California 91107

Email: bus.grant@yahoo.com

NORM DAY ENROLLMENT DASHBOARD

Welcome to Norm Day Enrollment Dashboard—SY 2016-17

Starting 2016-17 school year, Budget Services through MiSiS Enterprise Reporting system will launch the Norm Day Enrollment Dashboard to help ensure that norm day enrollment counts are accurate and transparent. This Dashboard provides enrollment counts that will be used for general education resources. Options schools (continuation high school, opportunity school, community day school, independent study, and home/hospital) are included in this Dashboard for information only, as these types of schools norm on month 6.

The purpose of this communication is as follows:
   (1) to announce the availability of the new Norm Day Enrollment Dashboard as a tool to use in monitoring the school's daily enrollment. The Dashboard will display the enrollment count on a daily basis.
   (2) to provide instruction to all users on how to navigate the new Norm Day Enrollment Dashboard.

The Dashboard will provide enrollment counts from the start of the school year (August 16, 2016) through norm day (September 16, 2016).

Dashboard's Who, Where, How, What, When, and Why?

Who has access to Norm Day Enrollment Dashboard?
The dashboard may be accessed by school principals and other school staff, local districts, fiscal specialists, and other select central office staff.

Where to find and how can the Dashboard be accessed?
Visit Budget Services and Financial Division website at http://achieve.lausd.net/Page/431 and School Fiscal Services at http://achieve.lausd.net/Page/794 for the link to the Norm Day Enrollment Dashboard.

What information is available on the Dashboard?
*   Enrollment counts captured from the Classification Report and related breakdown by Program: General Ed Program, Special Ed Program, Expanded TK Program.
*   Details of adjustments to enrollment count—Age Ineligible, Absences (13 days or more), Enrolled in one course, and Duplicate students
*   Adjusted Norm Enrollment Count
*   E-Cast %
*   Warnings for Absences (greater than 9 but less than 13 days) and Unprocessed No Show students.

When will the Dashboard be available?
This Dashboard will be available at the start of the school year, and will provide enrollment data for August 16, 2016 through norm day (September 16, 2016). The data will be frozen after norm day.

Why use the Dashboard?
Using the new Dashboard tool will help the schools review their enrollment counts on a daily basis. Data issues should be resolved in a timely manner in MiSiS in order for the Dashboard to reflect or display the updated counts the following day.

NAVIGATING THE NORM DAY ENROLLMENT DASHBOARD

INSTRUCTION ON HOW TO NAVIGATE THE NORM DAY ENROLLMENT DASHBOARD

1. Visit Budget Services and Financial Planning Division website at http://achieve.lausd.net/Page/431 or School Fiscal Services website at http://achieve.lausd.net/Page/794 for the link to the Norm Day Enrollment Dashboard.

2. Click the link for Norm Day Enrollment Dashboard

3. Enter your Single Sign On information (id and password)

Navigating the Norm Day Enrollment Dashboard

From the parameter screen, select the appropriate values from the dropdown:

4. Local District
5. Campus
6. School Name (if more than 1 cost center in the campus, e.g., home school and a magnet center)
7. School Year
8. Classification Month - capture code associated with the capture date (not required if Capture Date is selected)
9. Capture Date - instructional day

10. Run Date

Norm Day Enrollment Landing Page

Navigating the Norm Day Enrollment

ORACLE Business Intelligence

Norm Day Enrollment

LAUNCH PAD + ENGLISH LEARNER + NORM DAY ENROLLMENT + GRADUATION PROGRESS + ELIGIBILITY CODE +

Norm Day Enrollment

This report monitors Norm Enrollment counts from the start of the school year (August 16, 2016) through Norm Day (September 16, 2016). The Enrollment count comes from the school's Classification Report.

Local District Name: LOCAL DISTRICT   Campus Name: 42nd St El   School Name: --Select Value--

School Year: 2016-2017   Classification Month: --Select Value--   *Capture Date: 08/18/2016   Run Date: --Select Value--

11. To view a report, click inside the tile and click "Enrollment by Student"

11.

| 223 Enrollment ✈ Enrollment by School ✈ Enrollment by Student | 220 General Ed | 0 Special Day | 3 Expanded TK |

Less: Adjustments

| 0 Enrollment Adjustments | 0 GEN ED Adjustments | 0 SDP Adjustments | 0 Expanded TK Adjustments |

Adjustments

| 0 Age Ineligible | 0 Absences[13 Days or More] | 0 Enrolled in One Course | 0 Duplicates |

Adjusted Norm Enrollment

| 223 Norm Enrollment | 220 Norm GEN ED Enrollment | 0 Norm SDP Enrollment | 3 Norm Expanded TK | 83% E-Cast % |

Warnings

| 0 Absences[>9 Days but <13 Days] | 0 Unprocessed No Shows |

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Norm Day Enrollment

Enrollment by Student

12. **12. View of the report**

District ID	Full Name (LNF)	Age	Grade Level	Master Plan Program Code	Absent Days	Room Num Code	Teacher Employee Number	Teacher (LNF)	Student Primary Race Description	Student Additional Race Description	SDP Status Flag	Enrollment Date
010109M030	HOBBS, DARYL ALAZIZ	8	02		0	23	00683408	MASSENBURG, DONNA L	African American/Black		N	8/16/2016
010206M059	NAVARRETTE, SETH DAVIDSON-MARCUS	11	05		0	8	77773959	UNFILLED 04, 3959	White		N	8/16/2016
010209F079	ORELLANA, KEIRY DAYANA	8	02	EI	0	23	00683408	MASSENBURG, DONNA L	White		N	8/16/2016
010608M021	HERNANDEZ, NATHAN JOSUE	9	03		0	14	00686484	BANKOLE, KIM K	White		N	8/16/2016
010809M109	MOORE, ISAIAH TYRESE	8	02		0	22	00710514	MATSUMOTO, JUDY M	African American/Black		N	8/16/2016
010909M056	BROOKS, HONOR	8	01		0	24	01095256	MUSTAPHA, OLUWAKEMI	African American/Black		N	8/16/2016
011008F087	LESTER, KAMORAH ROCHELLE	9	03		0	6	00561750	HUNTER, BRENDA G	African American/Black		N	8/16/2016
011009F029	ALLEN, JADE	8	02		0	22	00710514	MATSUMOTO, JUDY M	African American/Black		N	8/16/2016
011207M001	MARTINEZ-MATEO, ROBERT EDMUND	10	04		0	7	01053264	GRANDERSON, LYEAH M	White		N	8/16/2016
011207M050	CAUSEY HUDSON, ELTRY EDWARD	10	04		0	7	01053264	GRANDERSON, LYEAH M	White	African American/Black	N	8/16/2016
011209F036	FLEMING-SOIL, TAYLOR SKY	8	02		0	22	00710514	MATSUMOTO, JUDY M	African American/Black		N	8/16/2016
011309M086	BEY-GRAY, ZAHIR A	8	02		0	23	00683408	MASSENBURG, DONNA L	African American/Black		N	8/16/2016
011508M026	JOHNSON, JAY'SEAN JEROME	9	03		0	6	00561750	HUNTER, BRENDA G	African American/Black		N	8/16/2016
011508M052	ROMERO, OSCAR	9	03	ME	0	14	00686484	BANKOLE, KIM K	White		N	8/16/2016
011509M013	MARTINEZ, BYRON ALEXANDER	8	02		0	17	00807265	MILLNER, TRACI Y	White		N	8/16/2016
011610F027	BRIGGS, LADERA ANDREA	7	01		0	25	00731940	SMITH, MARJORIE E	African American/Black		N	8/16/2016
011811M032	WILKINS, ANTHONY DEJUAN	6	00		0	15	77773959	UNFILLED 05, 3959	African American/Black		N	8/16/2016
012006M096	SPICER, NATHAN HILLARD	11	05		0	9	00751269	SEUFERER OSBORNE, EMILY J	African American/Black		N	8/16/2016
012008F002	KERR, CHEYENNE LAPORCHA	9	03		0	6	00561750	HUNTER, BRENDA G	African American/Black		N	8/16/2016
012211F034	JELKS, VAYLA VALENTINA	6	00		0	15	77773959	UNFILLED 05, 3959	African American/Black		N	8/16/2016
012305M066	NAVARRETTE, LOGAN KEATH	12	05		0	8	77773959	UNFILLED 04, 3959	White		N	8/16/2016
012309F049	WHITE, ICHERISH LASHAYE GABRIEL	8	02		0	23	00683408	MASSENBURG, DONNA L	African American/Black		N	8/16/2016
012609M035	MURCIA, RUBEN DE JESUS	8	02	EI	0	23	00683408	MASSENBURG, DONNA L	White		N	8/16/2016
012808F089	FRANCO, JOSEFINA MARIE	9	03		0	14	00686484	BANKOLE, KIM K	Asian - Filipino		N	8/16/2016
012812F022	MONTEJO, LILY SAMARA	5	TE Non-ADA		0	16	00239199	NIMMERS, EVELYN F	Decline to State		N	8/16/2016

⇧ ∧ ∨ ⇟ Rows 1 - 25

Total no. of Rows: 223

13.

Return - Print - Export - Create Bookmark Link

14. **14. Click the blue double arrow to view all the pages or records on the report**

13. Click each item to execute: Return (bring back the screen to the Landing page), Print (prints the report), Export (export the report to excel 2007+, pdf, etc.), create bookmark link.

| 061511M027 | MAYTORENA, | 5 | PK | | 0 | 3A | 00500198 |

15. Another way to return to the Norm Day Enrollment Landing page is to click the Norm Day Enrollment Landing Page located at the bottom (left hand side) of the report page.

15.

Norm Day Enrollment: Norm Day Enrollment Landing Page > EN_D_by Student

4

Navigating the Norm Day Enrollment Dashboard

16. To generate a graph for enrollment by grade level, go to the menu bar and click on Norm Day Enrollment Elementary/Secondary

| LAUNCH PAD + | ENGLISH LEARNER + | NORM DAY ENROLLMENT + | GRADUATION PROGRESS + |

Norm Day Enrollment
Landing Page

Norm Day Enrollment
Central Office/Local District

(16) Norm Day Enrollment
Elementary/ Secondary

ment

This report monitors Norm Enrollment counts from the start of the school year (A... (September 16, 2016). The Enrollme...

Local District Name LOCAL DISTRI...   ▼   School Name --Select

School Year 2016-2017 ▼   Classifica...   **(16)**   ...ure Date 08/18/2016 ▼   Ru

To view the graph for enrollment by grade level, select the following from the dropdown menu:
17. Local District - required
18. Campus Name - required
19. School Name (select 1 if there is a home school and a magnet center in the campus) - required
20. School year
21. Classification month - not required if capture date is selected
22. Capture Date - required
23. Run Date
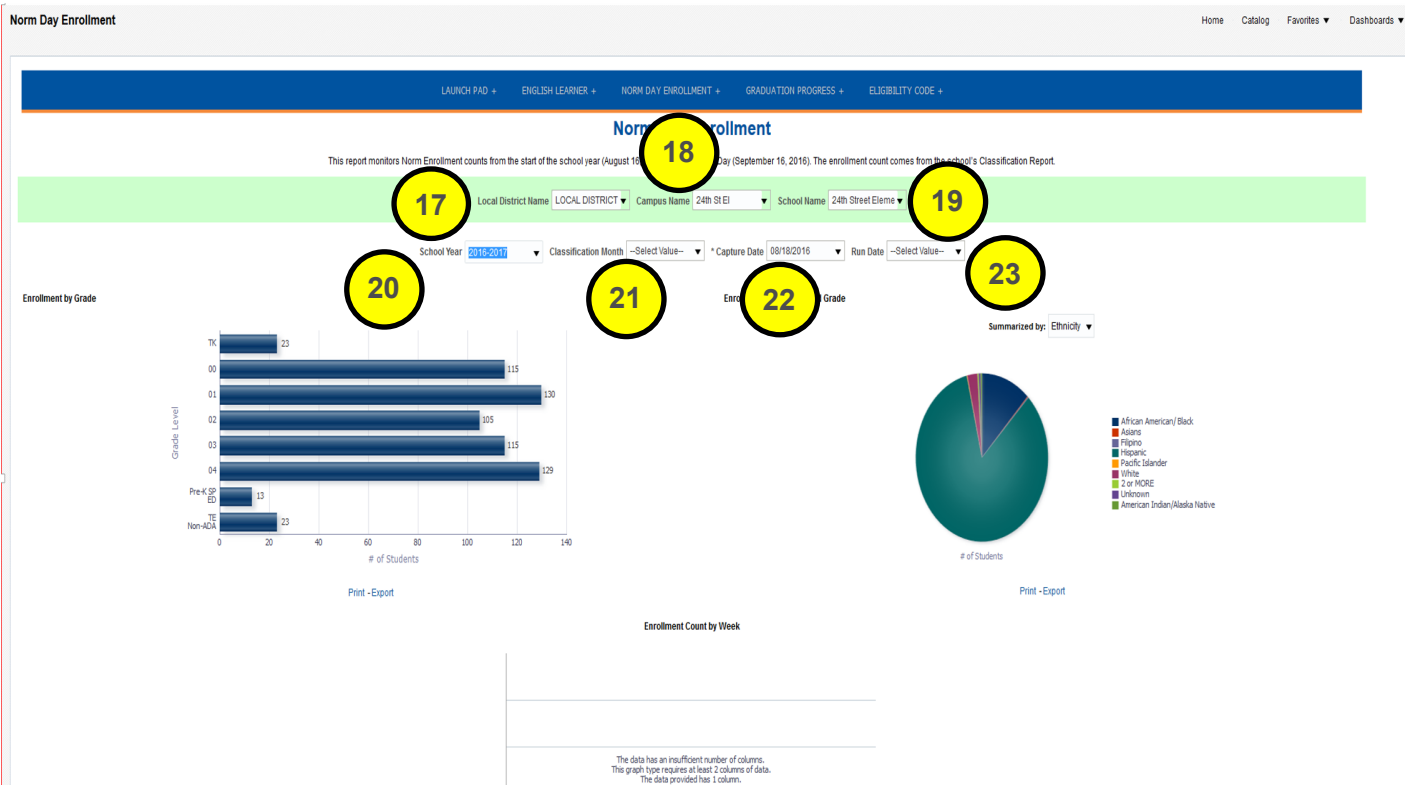
Norm Day Enrollment Dashboard
Brief Description of Enrollment, Adjustments, Norm Enrollment, and Warnings

Page Summary

This report monitors Norm enrollment counts from the start of the school year (August 16, 2016) through Norm Day (September 16, 2016). The enrollment count comes from the school's Classification Report which is captured in the evening of the instructional day.

Page Detail

Enrollment
Count of students enrolled from Grade TE (Expanded Transitional Kindergarten) to Grade 12, including Special Day Program students (SDP). This comes from the school's Classification Report. Refer to the Exception Report of the Statistical Report for exceptions that may impact the enrollment counts.

General Ed Enrollment
Count of students enrolled from Grade TK to Grade 12, excluding Special Day Program (SDP) and Expanded TK students (TE).

Special Day Program
For Elementary, this is the count of students enrolled in Special Day Program classes. For Secondary, this is the count of students whose "Percent Outside General Ed" is 50% or more.

Expanded Transitional Kindergarten (ETK) Enrollment
Count of students enrolled in Grade TE

Enrollment Adjustments
Enrolled students to be deducted from Enrollment count. This is the sum of all adjustments: Duplicates, Absences, Enrolled in 1 course, and Age Ineligible

General Ed Adjustments
General Ed students to be deducted from the General Ed Enrollment. This is the sum of all Gen Ed adjustments: Duplicates, Absences, Enrolled in 1 course, and Age Ineligible

Special Day Program (SDP) Adjustments
SDP students to be deducted from the SDP Enrollment. This is the sum of all SDP adjustments: Duplicates, Absences, Enrolled in 1 course, and Age Ineligible

Expanded Transitional Kindergarten (ETK) Adjustments
Grade TE students to be deducted from the Expanded TK Enrollment. This is the sum of all ETK adjustments: Duplicates, Absences, and Age Ineligible

Adjustments: Age Ineligible
Students not meeting age requirements. These are students who are:
1. enrolled as Kindergarten (K) or Transitional Kindergarten (TK) but turn 5 years old after December 2, 2016, or
2. enrolled as grade TE but turn 5 years old after June 30, 2017

Adjustments: Absences (13 days or more)
Students with 13 absence days or more, from the enrollment date to the current capture date.

Norm Day Enrollment Dashboard
Brief Description of Enrollment, Adjustments, Norm Enrollment, and Warnings

Adjustments: Enrolled in One Course
Secondary students enrolled in only one course

Adjustments: Duplicates
Students counted more than once in the Enrollment, General Ed, SDP, and ETK due to overlapping section enrollment or other related factors

Adjusted Norm Enrollment
Count of students enrolled from Grade TE to Grade 12, including Special Day Program students (SDP) minus total Enrollment Adjustments

Adjusted Norm General Ed Enrollment
Count of students enrolled from Grade TK to Grade 12, excluding Special Day Program (SDP) and Expanded TK students (TE), minus total General Ed Adjustments

Adjusted Norm Special Day Program Enrollment
Count of students enrolled in Special Day Program from Grade Pre-K to Grade 12, minus total SDP Adjustments

Adjusted Norm Expanded TK Enrollment
Count of students enrolled in Grade TE, minus total ETK Adjustments

% E-Cast
 Ratio of Adjusted Norm Enrollment to E-Cast projected enrollment

Warnings: Absences (more than 9 days but less than 13 days)
Students with more than 9 absence days but less than 13 absence days from the enroll-ment date to the current capture date.

Warnings: Unprocessed No Shows
These are student records flagged as "No Show" but could not be processed as No Show for various reasons.

Contact Information

Questions or Assistance	C o n t a c t
Assistance on where to find the links and other information on Norm Day Enrollment Dashboard.	Fiscal Specialists assigned to your school
Age Ineligible students	Early Childhood Education - Telephone: (213) 241-0415: Ranae Amezquita - ramezqui@lausd.net Martha Borquez - mlb6470@lausd.net Patricia Yeldell - patricia.yeldell@lausd.net
Regarding % of program time outside General Education	Local District LRE Specialists assigned to your school
Secondary students enrolled in one course; Students enrolled but not scheduled in any classes	School Counselor
Technical issues For example: - School does not show in dropdown menu - No data found - Access issues	MiSiS Help Desk—(213) 241-5200, option 5, then option 2

LATINO HERITAGE LOS ANGELES™

APP CHALLENGE

BE A LEADER THROUGH INNOVATION AND MAKE AN IMPACT WITH APP DESIGN

SEPTEMBER 1ST – OCTOBER 31ST, 2016

YOUR MISSION
To create an APP that will solve challenging issues in your community.

ELIGIBILITY
K-12 Grade students in California.

PRIZES
1ST PLACE recipients will team up with our corproate partner to develop their app.

The recipients will be announced at a special event, attended by media, local elected officials, community partners, teachers and parent groups.

TO APPLY
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www.latinoheritage.la/appchallenge

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Councilmember JOSE HUIZAR 14th District