

# LOS ANGELES UNIFIED SCHOOL DISTRICT

Division of Instruction  
Dr. Frances Gipson  
Chief Academic Officer

## INSTRUCTIONAL UPDATE – March 2016

### ELEMENTARY RESOURCES & EVENTS

#### ELEMENTARY INSTRUCTION – Resources & Events

##### **Transitional Kindergarten (TK) Grading Guidelines/Report Cards**

TK students are **not** expected to meet kindergarten benchmarks. They are held to the Preschool Learning Foundations (60 month descriptors):

<http://www.cde.ca.gov/sp/cd/re/documents/preschoollf.pdf>

For more information, see "Progress Reporting" in the TK Implementation Reference Guide 5777.3. The Reference Guide and additional information regarding the TK program can be found at <http://achieve.lausd.net/Page/6503>, LAUSD.net>Offices>Transitional Kindergarten.

**Expanded Transitional Kindergarten and TK** instruction is aligned to the Preschool Learning Foundations (the California Standards for TK) with a focus on oral language and social emotional development. Instruction is designed using child-centered developmentally appropriate practices that engage children in authentic learning activities. ETK and TK do have some distinctions. TK support resources including the TK Alignment Document (TK-K standards) and a FAQ detailing the similarities and differences between ETK & TK and can be found here:

<http://achieve.lausd.net/Page/6503>

##### **English Language Arts**

###### Early Language and Literacy Plan (ELLP) Academies

ELLP Academies are growing with more schools adopting the model promoting teacher collaboration and small group instruction according to student need in TK-2. See resources for all schools here: <http://achieve.lausd.net/Page/6545>

- ELLP Cohort 1 Schools (15 per LD) have upcoming PD with 95 Percent Group for Designees and Principals on March 5 and March 17, respectively. An additional Designee PD has been scheduled April/May. Participating schools will be notified via email – [Alison.pickering@lausd.net](mailto:Alison.pickering@lausd.net) for further information.
- ELLP Cohort 2 Schools (30 per LD) are being identified through collaboration with the Division of Special Education Coordinated Early Intervening Services department, the Division of Instruction, and Local Districts. *If you are interested in being a part of ELLP Cohort 2, please communicate this to your director.*

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*Elementary Instruction continued...*

## **Mathematics**

### My Math Support

- “LAUSD My Math Technology Resource Guide” and the “My Math for the iPad” Recorded Webinar are posted on the Elementary Math PD website, in addition to the nine facilitated modules already featured. Go to: <http://achieve.lausd.net/Page/7028>
- “My Math Teacher Materials – Inspired by Teachers” is a new feature on the Math Website. Let us know what you need to support your *My Math* instruction, and we’ll arrange it for you! Find *My Math* “Year-at-a-Glance” and other materials at: <http://achieve.lausd.net/Page/10689>

### Additional Math Professional Development Opportunities

Spring opportunities for math professional development from professional partnerships include:

- NCTM (National Council of Teachers of Mathematics), April 13 – 16 in San Francisco, registration information at: <http://www.nctm.org/Conferences-and-Professional-Development/Annual-Meeting-and-Exposition/>
- NCSM (National Council of Supervisors of Mathematics), April 11-13 in Oakland, registration information at: <https://www.mathedleadership.org/events/conferences/CA/>
- UCLA Curtis Center’s Annual Mathematics and Teaching Conference, March 5, registration information at: <http://curtiscenter.math.ucla.edu/math-teachers/math-teaching-conference>
- GLAMC (Greater Los Angeles Mathematics Council), Mini-conferences in Los Angeles area, Feb. 27 and April 23, registration information at: <http://glamc.org/events/>
- Good Teaching Conference South, “Building a Bridge Between Standards, Instruction and Assessment”, Feb. 26-28, preconference session Feb. 26 in Garden Grove, registration information at: [www.ctago.org](http://www.ctago.org)

### Interim Assessments

The District Assessment Bank has updated assessment tasks and translations, and is available through the California Standards webpage: <http://achieve.lausd.net/Page/6138>

Click 2015-2016 LAUSD Interim Assessments, enter your single sign-on.

## **History Social Science**

### Content Integration Units

- Grades 4 and 5 teachers may use the District developed content integration units or submit a request for an assessment waiver to give an alternate standards-based assessment. Updated units will be available online by *April 11<sup>th</sup>* at <http://achieve.lausd.net/ccssci> (Ref. Guide 6507.1 Attachment J)
- Grade 3 Content Integration Unit will only be available as a pilot this year. Grade 3 Content Integration Preparation Training will be available in March and April to prepare for the new content integration unit implementation next year. Registration will be available through Learning Zone.

## **Science**

### LAUSD Science Materials Management Leaders Symposium

Attention Elementary Schools with Science Labs, Science Materials Managers, and FOSS Kit caretakers. We will be hosting an LAUSD Science Materials Management Leaders Symposium designed to connect you to available resources. Our first meeting will be held on March 11, 2016 at the Granada Hills Science Materials Center from 9:00 a.m. – 12:00 p.m. (lunch will be provided). Please RSVP: <http://goo.gl/forms/1AaocyO12W>

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*Elementary Instruction continued...*

### NGSS Teacher Leaders

The next cohort will begin on April 16, 2016. If you are interested in learning more about the Next Generation Science Standards please register at: <https://lz.lausd.net/lz/home.jsp> KEYWORD “NGSS Elementary” or contact Lillian Valadez-Rodela at (213) 241-5689 or email [lillian.valadez-rodela@lausd.net](mailto:lillian.valadez-rodela@lausd.net). This group will be working on NGSS Transition and Implementation materials. Space is limited.

### NGSS Elementary Science Study Group: “An Elementary Science Salon”

Are you interested in learning more about the Next Generation Science Standards and are passionate about elementary science? LAUSD Elementary Science is forming a study group that will be learning and discussing elementary science topics and issues. You can register at: <https://lz.lausd.net/lz/home.jsp> KEYWORD “NGSS Elementary”

Or contact Lillian Valadez-Rodela at (213) 241-5689 or email [lillian.valadez-rodela@lausd.net](mailto:lillian.valadez-rodela@lausd.net)

## **Physical Education**

### Online Certification of PE Minutes

Effective February 2016, twenty elementary schools have initiated a pilot for Online Certification of physical education instructional minutes. Teachers complete the certification process on the newly designed Teacher Portal. Revisions have been made to the Principal’s Portal for principals participating in the pilot to complete their certification. Tutorials with instructions for teachers and principals regarding the use of the online certification are available in the form of a PowerPoint on the Physical Education Programs website at <http://achieve.lausd.net/pe>

### Fitnessgram Testing

The testing window for *Fitnessgram* testing in grade 5 is February 1, 2016 through March 18, 2016. Contact the Student Testing Branch at (213) 241-4104 regarding questions related to testing materials.

### Upcoming *Fitnessgram* and Assessment Training

This training is available to elementary teachers. Teachers may register on the Learning Zone until capacity is reached.

Date: March 5, 2016	Location: LD East (Site TBD)
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## **SECONDARY RESOURCES AND EVENTS**

### **SECONDARY INSTRUCTION – Resources and Options for Growth**

#### **Literacy**

##### Middle School Textbook Adoption

The middle school textbook adoption is now in process. The Selection Committee (selected teachers and administrator) are starting to review the books. On April 4<sup>th</sup> and 5<sup>th</sup>, the Selection Committee will reconvene to deliberate and rank the books. The books being reviewed have already been adopted by the California Department of Education.

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*Secondary Instruction continued...*

### Literacy Design Collaborative

LAUSD is preparing to enter the second year in partnership with the Literacy Design Collaborative (LDC) in its Federal i3 Grant. LDC provides planning tools that:

- Support teachers in using the California Standards to identify and teach the skills students need to access content.
- Guide teachers in a backward design process to plan assignments that help students build the enduring literacy skills they need to write about what they read.

For more information on LDC tools and resources or to express interest in having your school participate in the grant, please visit our webpage: <http://achieve.lausd.net/Page/9933>.

## **Mathematics**

### Algebra 1 Summative Assessment

The district will be administering the Algebra Summative Assessment to middle school students enrolled in Algebra 1 course this school year. The purpose of this assessment is to support placement decisions for students as we continue with full implementation of the California Standards and to determine mathematics graduation credit for high school. The assessments will be administered online. The administration window for the placement assessment is as follows: May 23 – June 3, 2016.

### Middle School Mathematics Placement Assessments

The district will be administering the MS Math Placement Assessment for Grade 6 this school year. The assessments will be administered online. The results of the Mathematics Placement Assessment will be used by schools to make placement decisions in addition to class marks. The Memorandum for administering the assessment will be forth coming. The administration window for the placement assessment will be from May 23 – June 3, 2016.

### Middle and High School Math Courses and Pathways

The updated memo is being reviewed. The purpose of this memo is to provide information to schools regarding the mathematics pathways and placement. The memo will be published soon for schools to use in building their master schedules. You can contact your local district mathematics coordinators for support.

## **Science**

Middle School Science Teachers are invited to provide feedback on the merits of the two models for middle school science, Integrated and Discipline-Specific. For more information, click on this link:

<http://achieve.lausd.net/cms/lib08/CA01000043/Centricity/Domain/249/Middle%20School%20Progressions%20Flyer-rev.pdf>

Please visit <http://science.lausd.net> for up-to-date information about NGSS implementation.

## **History/Social Studies**

Registration is now open for two, one-day “Reading Like a Historian” trainings. These trainings are designed to meet the needs of teachers who have been implementing Reading Like a Historian in their classrooms and would like additional support from Brad Fogo and Joel Breakstone of the Stanford History Education Group on how to best support students in the use of historical thinking skills. Please register via the Learning Zone. Questions can be directed to: Elaina Garza, Secondary History/Social Science Coordinator, 213-241-8221, [elaina.garza@lausd.net](mailto:elaina.garza@lausd.net) or Kieley Jackson, Secondary History/Social Science Coordinator, 213-241-4506, [kjack2@lausd.net](mailto:kjack2@lausd.net).

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*Secondary Instruction continued...*

## **Physical Education**

### *Fitnessgram Testing*

The testing window for *Fitnessgram* testing in grades 7 and 9 is February 1, 2016 through March 18, 2016. Contact the Student Testing Branch at (213) 241-4104 regarding questions related to testing materials.

### Upcoming *Fitnessgram* and Assessment Training

This training is available to secondary teachers. Teachers may register on the Learning Zone until capacity is reached.

Date: March 5, 2016	Location: LD East (Site TBD)
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## **Mastery Learning and Grading: Transforming Classroom Practices**

Mastery Learning and Grading is a growth-mindset approach to teaching and learning, based on the expectation that everyone can learn when provided with the right conditions and support. It offers all students and teachers an alternative to the limitations of traditional instruction and grading. By refocusing classroom grading, assessment, instruction, and planning on clear learning goals, and by implementing research-based systems honoring individual variation in learning styles, Mastery Learning and Grading allows more students to succeed academically. If you'd like to learn more about engaging in this PD series, please contact Mastery Learning Instructional Coaches: Melissa Guice ([mjg7290@lausd.net](mailto:mjg7290@lausd.net)) or Chris Grounds ([christopher.grounds@lausd.net](mailto:christopher.grounds@lausd.net))

## **A-G INTERVENTION AND SUPPORT – PASS Professional Development**

The PASS credit recovery program is up and running in many of the schools for the second semester. At the January professional development, teachers collaborated on lesson design and best practices. Lessons and best practice ideas are posted and available on the MyPLN website.

Additional opportunities for professional development and collaboration for PASS teachers will be taking place on April 18th and April 25th (repeat sessions). PASS teachers may sign up for either date on the MyPLN website.

If teachers need assistance in implementing or initial roll out, please feel free to contact the PASS team to answer any questions you may have and to support your PASS program teachers.

PASS Team:	Alison Neill A-G Math Advisor <a href="mailto:alison.neill@lausd.net">alison.neill@lausd.net</a>	Sian Eddington A-G ELA Advisor <a href="mailto:sian.eddington@lausd.net">sian.eddington@lausd.net</a>	Rachel Petruzzi A-G ELA Advisor <a href="mailto:rap3913@lausd.net">rap3913@lausd.net</a>
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## COLLEGE AND CAREER EDUCATION – Planning Forward

### **On to Summer**

Summer session planning has begun and the credit recovery opportunities it affords for future graduates will be the focus this month.

### **Master Schedule Timeline**

The MiSiS New Year process will increment student grade levels by one year and create new enrollments for continuing and matriculating students by the end of March. Articulation between schools sending and receiving matriculating students will be nearly complete and counselors will be nearing the end of the course request entry process. The tentative matrix will be well underway with completion anticipated in April. Also, diploma lists and graduation status letters are being prepared this month to help ensure a smooth graduation for all.

## HIGH SCHOOL ACADEMY DISCOVER PROGRAM AT NYU

### **Full Scholarship Opportunity**

This summer the NYU School of Professional Studies High School Academy will launch the Discover Program, a new one-week college prep and immersion program for high school students from underrepresented communities across the United States, who will be first-generation college students. Students apply as sophomores for the one-week NYC-based summer intensive and continue their progress throughout the academic year via an online mentorship. Successful applicants to the program must show academic improvement in high school and must be active in their local or school community.

**Each student admitted into the program will receive a full scholarship that covers tuition, housing, and meals for the one-week summer intensive.**

Online information session for school staff: Register for a March 1, 2016 online information session to learn more. <https://docs.google.com/forms/d/1nCm9MxERk6dC-RTvLyCf4CMzs4ZUQm5jK9lzH79ZPvo/viewform>

Download a flyer for posting: [http://www.sps.nyu.edu/content/dam/scps/images/Email\\_Blast/e1516-0097/i1516-0035\\_HSAcademy\\_DISCOVER\\_Flyer.pdf](http://www.sps.nyu.edu/content/dam/scps/images/Email_Blast/e1516-0097/i1516-0035_HSAcademy_DISCOVER_Flyer.pdf)

Application Deadline: April 15, 2016

Program Dates: July 17– July 23

Program Contact: Phone: 212-998-7006 / Email: [sps.hsacademy@nyu.edu](mailto:sps.hsacademy@nyu.edu)

## LINKED LEARNING – Upcoming Professional Development

### **Educating for Careers Conference**

The Educating for Careers Annual Conference is taking place in Sacramento on March 6-8, 2016. The continual overarching goal of this conference is to offer high-quality, cost-effect professional development for all stakeholders with broad general breakout session themes around career pathways as a means to college and career readiness.

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*Linked Learning continued...*

### **Da Vinci Schools Linked Learning Offerings Spring 2016**

Da Vinci Schools are dedicated to preparing students for college completion and 21st-century jobs through real-world, Project Based Learning that is aligned to workforce needs. Based on feedback and interest from LAUSD visitors in the fall, the visits over the course of the spring 2016 semester have been designed to provide a more in-depth dive into two key practices at Da Vinci: Project Based Learning and Mastery Based Grading. We will also once again host visitors for our Exhibition Night and Student Presentations of Learning.

See schedule and sign up for the events at: <http://tinyurl.com/DVInstituteLL>

Please **email** Scott Weatherford at [sweatherford@davincischools.org](mailto:sweatherford@davincischools.org) with any questions you may have.

### **Electronic Portfolios and Defenses**

If you would like to learn more about portfolios and defenses as an effective form of assessing learning-outcome achievement, as well as diagnosing curriculum deficiencies that require improvement, you are invited to observe a Linked Learning professional development session. All teachers and administrators are invited to observe. The next session and will be held on Saturday, March 12, 2016, at Global Studies on the MCLC from 8:00 am to 2:30 pm. Register at: <http://bit.ly/PortfolioMarch2016>

## **UCLA/LAUSD Collaborative – Updates**

### **Budget Allocations**

Funds have been allocated to participating school sites to support the implementation of the following activities pertinent to the UCLA-LAUSD Collaborative:

- Coordinator stipend
- Substitute coverage
- One Saturday training for the Village Movement Program
- Transportation for two buses to local colleges and universities

Please ensure that these funds are expended by June 18, 2016. Use of this allocation does extend through the 2016-17 school year.

### **AP Potential – Strategy for Expanding AP Access & Success**

On Wednesday, February 10<sup>th</sup>, all Collaborative principals received an analysis of AP Potential data that indicates the number of students with the potential to earn a qualifying score of three or higher on a given AP Exam. We encourage schools to use the data for ensuring students with AP potential are enrolled in AP classes and developing your master schedule for the upcoming school year.

As a reminder, AP should not be limited to only students who have AP potential as measured by the PSAT exam. All students who have an interest or potential through other measures should be encouraged to enroll in AP classes.

For more information about AP Potential contact Michael Lovelady in Advanced Learning Options at [michael.lovelady@lausd.net](mailto:michael.lovelady@lausd.net) or 213-241-7516.

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UCLA/LAUSD Collaborative continued...

### Third Quarter Presentations & Handouts

Please click on the following link to view resources and handouts from the event:

[Third Quarter Collaborative Meeting Presentations & Handouts](#)

## WARREN CHRISTOPHER SCHOLARSHIP AWARDS PROGRAM

**Warren Christopher Scholarship Awards Program- 2016:** \$20,000 college scholarship offered to 10th grade students in the Los Angeles Unified School District, who demonstrate academic excellence, a commitment to community service, financial need, and ability to overcome hardship. All runner-up awardees will receive a \$500 one-time scholarship.

**REMINDER: Warren Christopher Scholarship applications are due at LAUSD no later than 5 pm on Tuesday, March 8, 2016.**

### Address the applications to:

Angela Hewlett-Bloch  
Director of Instructional Operations  
Division of Instruction, Los Angeles Unified School District  
333 S. Beaudry Ave, 25<sup>th</sup> Floor  
Los Angeles, CA 90017

### Application Materials Checklist:

- Student Application
- Student Essay
- Letter of Recommendation (2)
- Student Academic Transcripts

Scholarship Award winners will be announced in April 2016 and invited to an Awards Ceremony and Luncheon in June 2016!

## **K-12 RESOURCES & EVENTS**

### Advanced Learning Options – Gifted/Talented Programs

#### **42<sup>nd</sup> Annual Los Angeles City/County GATE Conference**

Online registration is open for the 42<sup>nd</sup> Annual Los Angeles City/County Conference on Gifted Education: *Head, Heart & Hands: Educating the Whole Gifted Learner*. This special event, co-sponsored by LAUSD Gifted/Talented Programs, Advanced Learning Options, and the Greater Los Angeles Gifted Children's Association, will be held on Saturday, April 30, 2016 at the Skirball Cultural Center from 8:00 am to 12:30 pm.

Online registration is available at [www.giftedchildrenla.org](http://www.giftedchildrenla.org); click *2016 Events*. Register early! Capacity is limited to 1,000 participants. Registration closes on March 30, 2016.

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*Advanced Learning Options continued...*

### **Annual GATE/SAS Parent Conference**

The Annual GATE/SAS Conference will be held on **Saturday, March 12, 2016**, from 8:30 a.m.-12:30 p.m. at Robert F. Kennedy Community Schools, 701 S. Catalina St., Los Angeles, CA 90005. This is a free conference; no registration needed. Flyer attached for distribution.

### **Spring 2016 OLSAT-8 Second Grade Testing Dates**

The Otis-Lennon School Ability Test, Eighth Edition (OLSAT-8) achievement test is a nationally standardized, norm-referenced, group-administered measure of verbal and non-verbal school abilities for gifted/talented identification. All second grade classroom teachers will administer the OLSAT-8, an 82-minute (approximate total administration) multiple choice test.

For general information, procedures on receipt of assessments, directions on testing centers, and meetings for testing coordinators/school designee and parents, please refer to the memorandum entitled, MEM-5936.3, *2015-2016 OLSAT-8 Administration to Second Grade Students*.

Schools must administer the OLSAT-8 within the specified testing window(s). All testing and make-up testing must be administered during the regular school day:

<b>OLSAT-8 Testing Dates</b>	<b>Make-up Testing Date</b>
March 2-3, 2016 OR March 9-10, 2016	March 15, 2016

## **Arts Education Branch– Title I Funds**

### **Arts Education Funding**

The arts is recognized as a core academic subject, and thus, Title I funds can support arts education as a strategy to assist students to meet academic achievement standards. Additional arts allocations provided by the Arts Education Branch for the 2015-16 school year must be used by March 31, 2016. Any unused funds will be returned to the AEB for repurposing. For questions, please contact the Arts Education Branch 213-241-8222.

## **INSTRUCTIONAL TECHNOLOGY INITIATIVE – Events & Opportunities**

### **Shared- Use Device Schools**

- Please submit your two-page proposal for instructional use of your devices. The template can be accessed [here](#). The form to submit you proposal can be accessed [here](#). For answers to frequently asked questions please see the [Shared-use FAQ](#)
- Principals should have received their school's device inventory data from IT Asset Management. Please validate the information and send it to [ITAssetMgmt@lausd.net](mailto:ITAssetMgmt@lausd.net). Principals who haven't received their school's shared-use device inventory data should email [ITAssetMgmt@lausd.net](mailto:ITAssetMgmt@lausd.net).

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*Instructional Technology Initiative continued...*

## Computer Science

- Computer Science high school teacher summer training applications now available visit: <http://bit.ly/lausdcs> for details (space is limited)
- “Edgenuity Data Chats” sessions are available for Site Coordinators and Mentors at [lz.lausd.net](http://lz.lausd.net) (keyword: *edgenuity data*). These small-group sessions offer training on data analysis and implementation best practices. The primary objective of these sessions is to offer schools an opportunity to learn and share best practices in their adopted implementation model(s) to increase student success. Please see the following flyer for more information: [https://docs.google.com/document/d/1IUf770-2viJWJL5\\_OEAmK1Alj6S\\_xhFHtfmkWuevnls/edit](https://docs.google.com/document/d/1IUf770-2viJWJL5_OEAmK1Alj6S_xhFHtfmkWuevnls/edit)

## KLCS Highlights



The Division of Instruction and KLCS are collaborating to provide enhanced media-based instructional services to classrooms and for independent study. Priority initiatives include providing platforms for student expression; and expanding content to include new innovative programs that reflect student life in the LAUSD, the diversity of our communities, parent engagement and public affairs. Recent highlights include:

### *Student Voices*

Each episode will bring together students from across the District and allow them to share their ideas, insights, and solutions on a variety of subjects.

Breaking Barriers: <https://lausd.wistia.com/medias/ehp9s6q97o>

Female Empowerment: <https://lausd.wistia.com/medias/03pv6txaky>

### *FNX*

KLCS' fourth channel is dedicated to the First Nations Experience (FNX). Through Native-produced and/or themed documentaries, dramatic series and arts programming, the FNX Channel illustrates the lives and cultures of Native American and indigenous people around the world. <https://fnx.org>

### *NewsBriefs*

KLCS covers and broadcasts newsworthy LAUSD events throughout each week. Highlights of 2016 stories:

LAUSD at MLK Day: <https://lausd.wistia.com/medias/a3sknlckg1>

Superintendent King School Visits: <https://lausd.wistia.com/medias/6j3syqyzf8>

Sunrise Elementary Perfect Attendance: <https://lausd.wistia.com/medias/av91exnpkm>

Cedrick Argueta (AP Student): <https://lausd.wistia.com/medias/s1ctbk7rys>

Academic Decathlon: <https://lausd.wistia.com/medias/dioya3hq9d>

Worldwide Video Streaming (Bernstein HS): <https://lausd.wistia.com/medias/nhth9g1d39>

LAUSD Special Olympics: <https://lausd.wistia.com/medias/ou9mxoyi4n>

### *Inside the LAUSD with Superintendent Michelle King*

The leader of the LAUSD discusses District initiatives, programs and services related to academic achievement, parent involvement and critical information for stakeholders.

<https://lausd.wistia.com/medias/gstlwpzg3d>

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*KLCS Highlights continued...*

### ***Families Matter/La Familia Importa***

Round table discussions with Board Member Monica Garcia and guests from the educational community. Topics emphasize academic achievement, parent and community engagement, and timely issues.

<https://lausd.wistia.com/medias/0n0lo47i4o>

<https://lausd.wistia.com/medias/fj0o03hcnw>

### ***Between the Lines***

Current interviews with best-selling authors:

Senators Trent Lott and Tom Dashle: <https://lausd.wistia.com/medias/n3ib1kagek>

<https://lausd.wistia.com/medias/9h97uolvro>

**KLCS Website:** [www.klcs.org](http://www.klcs.org)

## MULTILINGUAL AND MULTICULTURAL EDUCATION DEPARTMENT

### **Dual Language/ Bilingual Programs Office**

The Dual Language / Bilingual Programs Office will be offering afterschool workshops designed for DL, MBE, TBE, FLI teachers and support staff on Monday, March 14, 2016 from 4:00-6:00 pm. Click on links for flyer and registration information: <http://bit.ly/Workshopflyer> <http://bit.ly/WorkshopsRegistration>

### **Academic English Mastery Program**

**Parents as Partners Conference:** During the month of March, the Academic English Mastery Program will share in hosting the AMAE/AEMP “Parents as Partners Conference: Linking Language, Literacy, and Learning for EL and SEL Students.” This event will take place on Saturday, March 12, 2016 at Cesar Chavez Elementary School from 8:30 am – 12:30 pm. Registration is available online at [www.amae.org](http://www.amae.org).

**CABE-** We are also honored to have selected AEMP Coordinators and Specialists present a SEL Language strand at the 2016 California Association for Bilingual Education (CABE) on March 23rd - 26th in San Francisco, CA. This year’s theme is “Bridging Multiple Worlds for Local and Global Success.”

**Written Word Contest** will conclude on March 31, 2016. Winners will be honored on Saturday, April 23<sup>rd</sup> at the COBA Black Child Conference/Scholarship Luncheon. This year’s written word contest theme is: “Today’s Dreamers, Tomorrow’s Inventors!” Additional information can be found on the AEMP website: <http://achieve.lausd.net/Page/9473#spn-content>

## PROFESSIONAL LEARNING AND LEADERSHIP DEVELOPMENT

### **Teacher Evaluations**

- The Final Evaluation Report and resources are now available in [MyPGS](#). The deadline to issue the report:
  - March 31, 2016 for Track D on the Four-Track calendar
  - May 10, 2016 for schools on the Single Track Calendar
  - May 25, 2016 for Early Education Centers.

Please contact your Local District’s [Teaching and Learning Coordinator](#) for additional support.

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*Professional Learning and Leadership Development continued...*

- In preparation for completing each teacher's Final Evaluation Report, please complete both the Informal Growth Plan Visit and Formal Observation in MyPGS. Once the evidence collection and observation rating are completed, observers may finalize the observation by providing an overall comment in the “Finalize Observation Cycle” activity located in the “Formal Observation Cycle (Required)” container in MyPGS. This comment will show in the Final Evaluation Report to prompt your thinking, but will not populate to the teacher’s Final Evaluation Report. Please contact your Local District’s [Teaching and Learning Coordinator](#) for additional support.

### **2016 Principal Summer Institute**

Save the Date! The third annual Summer Institute for principals, “Learning-Centered Leadership,” will be held June 14-15 (Elementary & Early Childhood Principals) and June 16-17 (Secondary & Adult Education). Principals will have an opportunity to participate in two days of professional learning led by experts within LAUSD and from the field. For more information, please see the [flyer](#) or contact Professional Learning and Leadership Development at (213) 241-3444 or [plld@lausd.net](mailto:plld@lausd.net).

### **Reed Investment Schools**

Certificated staff from the Reed Investment Schools who need make-up vendor training hours are invited to attend Reed make-up training during Spring Break: March 19, 21, and 26 or March 22, 23, and 24, from 8:30 am to 3:30 pm. Participants will receive their hourly rate. The professional development will be focused on the Habits of Mind. These make up trainings will be offered at Gage Middle School (and possibly other locations). For more information, contact Maria Sotomayor at (213) 241-3444.

## **SINGLE PLAN FOR STUDENT ACHIEVEMENT – SPSA**

Spring is right around the corner, and so are Local District deadlines for the Single Plan for Student Achievement (SPSA). The SPSA plan writing process enables schools’ stakeholders to look at the entire school program in a rigorous, logical, and analytical way. It’s a time to reflect on the effectiveness of the previous year’s plan and to examine schools’ current data and needs assessments in order to create well-designed, functional SPSAs that drive school progress and student success going forward.

In the spirit of the season, imagine your school as a beautiful garden. As a good gardener, you’ll need to: (1) identify and appreciate the “flowers” (your school’s successes); (2) recognize the “weeds” that need pulling (strategies and actions not producing desired results); and (3) add evidence-based strategies that will contribute to student achievement (the new “seeds” that are likely to blossom into “flowers”).

**GENTLE REMINDER:** All new 2016-2017 SPSAs must be approved by School Site Councils (SSC) and reviewed by schools’ respective Local Districts *prior* to scheduled budget development appointments, or 2016-2017 categorical budgets cannot be approved and processed.

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## STUDENT INTEGRATION SERVICES – Magnet Program

The Annual Magnet Meeting for principals and coordinators will be held on Thursday, March 3, 2016 at Holman Community Center. Participants will receive information and updates on policies and procedures as they pertain specifically to Magnet Schools and Centers.

Magnet Selection for 2016-2017 School Year - Parents will be receiving letters in mid-March to inform them if their child has been selected for a Magnet program or placed on a waiting list for the 2016-2017 school year. Parents have until April 8, 2016 to accept or decline the Magnet program placement offer.

## POLICY UPDATES – What’s in the works at the Division of Instruction

The following policy documents issued by the Division of Instruction (bulletins, reference guides and memorandums) are currently under review and will be published soon:

Document Number/Type	Description/Major Changes
BUL-1040.3  Credit for Concurrent Enrollment in HS and Community College	Replaces BUL-1040.2  This Bulletin provides direction for school personnel on advising students regarding equivalent college course work, accurately recording credit, and working with the community college arranging courses for high school students taught on high school campuses.  Revised to reflect updated information about community college courses, MiSiS instructions, current course offerings and curriculum.
BUL-3697.4  Procedures for New or Experimental Course Submission	Replaces BUL-3697.3  This Bulletin provides guidance to schools with the procedures required to initiate a new or experimental course for secondary instruction.
REF-5081.2  Qualifications and Responsibilities for School-Based English Learner (EL) Program Staff	Replaces REF-5081.1  The purpose of this Reference Guide is to outline the minimum qualifications and job responsibilities of the school-based English Learner (EL) Program Designee.
MEM-6245.2  Seventh Annual Parent Conference: Gifted/Talented Programs	Replaces MEM-5956.1  This Memorandum provides information to all school communities regarding the Seventh Annual Parent Conference, Gifted/Talented Programs on Saturday, March 12, 2016.
REF-6484.1  2016 Graduation Caps and Gowns	Replaces 6484.0  This Reference Guide outlines policies and procedures for schools to order District provided “rental” graduation caps and gowns. It also lists procedures for students to purchase caps and gowns as “keepsakes.” The procedures contained in this reference guide only apply to schools for the 2015-2016 school year.

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This concludes this month’s issue of the Instructional Update. Thank you for all you do to support teaching and learning.