



LAUSD SCHOOL FISCAL SERVICES BRANCH BUDGET UPDATES FOR SCHOOL STAFF

July 2023

GENERAL EDUCATION NORM PROGRAM CHANGES EFFECTIVE FY 2023-24

- ◆ The District allocates norm staffing resources to support the operational and instructional needs of schools. In FY 2023-24, the District will realign norm resources with the programs that fund them and the level of discretion schools may exercise. Some norm resources are allocated based on collective bargaining agreements, state requirements and/or district policy; therefore, they must be used for their intended purposes.
- ◆ Effective fiscal year 2023-24, the following resources previously budgeted in program 13027 are moved to new program codes.

Norm Class	Program Code	Program Name
Teacher	11020	K12 Norm Tchrs-Sal
Principal	13042	K12 Norm-Non Instructional
SAA	13042	K12 Norm-Non Instructional
Financial Mgr/Sr Financial Mgr	13042	K12 Norm-Non Instructional
Counselor	14858	TSP-Norm Counselor

- ◆ Vacant positions can be used for auxiliary, relief, or substitutes. The District encourages schools to use these resources to support the students that generated them within the same school year.
- ◆ The day to day substitutes allocated for benefitted absences will continue to be allocated in program 13027.
- ◆ For fiscal year 2023-24, the non-discretionary norm resources for K-12 schools are funded in the following program codes.

Norm Class	Program Code	Program Name
K-12 Teacher	11020	K12 Norm Tchrs-Sal
Dual Language Teacher	11119	Dual/Foreign Language/Bilingual Prog
CSR Teacher/Librarian	10989	TSP-CSR-Teacher/Librarian
Alternative Schedule Teacher	15974	Elem and Sec Support - Alt Sched - ESSER
Principal	13042	K12 Norm-Non Instructional
SAA	13042	K12 Norm-Non Instructional
Financial Mgr/Sr Financial Mgr	13042	K12 Norm-Non Instructional
Counselor	14858	TSP-Norm Counselor
TE Teacher, and TE/TK Instructional Aide	10436 13282 13061	Transitional Kindergarten Expansion Early Intervention PreSchool Program UPK Planning & IMP-S

For questions on school budgets, please contact your Fiscal Specialist. List available on <https://achieve.lausd.net/Page/18257>.

Other School Fiscal representatives may also be contacted. Details are available on <https://achieve.lausd.net/Page/18257>.



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UPCOMING TRAINING OPPORTUNITIES

[Regional Hyperlinked Control Sheet Training](#)

Training Description

This training is designed to increase knowledge of and ability to use the Hyperlinked Control Sheets. It is geared towards new users and those needing a refresher. The intended audience is Principals, Coordinators, School Administrative Assistants (SAAs) and other school site staff interested in control sheets. Participants have the option of attending a Zoom or an in-person session created for their region.

Click the link above to register or for more information.

Training Dates:

Region East - July 24

Region West - July 25

Region South - July 31

Region North - August 1

Times:

Zoom Sessions – 10 a.m. – 12:00 p.m.

In person – 1:30 p.m. – 3:30 p.m.

[School Finance 101 Training](#)

Training Description

This two-part training, which is geared toward new school site administrators, will provide an understanding of how schools are funded and school budgeting. In part one, attendees will be introduced to the District's financial system and gain an awareness of resource allocations and tools to monitor the budget. With an emphasis on best practices, part two will focus on reports and other components that affect the budget. Click the link above to register or for more information.

Part 1 - Date: 8/3/2023 | Times: 10 a.m. – 11:30 a.m. and 1:00 p.m. – 2:30 pm

Part 2 - Date: 8/10/2023 | Times: 10 a.m. – 11:30 a.m. and 1:00 p.m. – 2:30 pm

[School Fiscal Services / Training & Job Aids \(lausd.org\)](https://www.lausd.org/school-fiscal-services/training-job-aids)

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