

FY 2024-25 Budget Development Training
Q & A Information Document
Region East – 2/5/2024

#	TOPIC	QUESTION	ANSWER
1	Budget Development Training Sessions	Where can we find the BD trainings presentation and video recording?	The PowerPoint and the video recordings for the Budget Development trainings can be found here .
2	Budget Development Training Sessions	Will we get access to this recording?	The PowerPoint and the video recordings for the Budget Development trainings can be found here .
3	FACE - Approved Vendors	Is there a list of approved vendors we can use?	List of vendors for SIM and Vendors
4	FACE – Contingency Plans	Do we need to state amounts in our contingency plan?	It is not necessary to state amounts in the contingency plan.
5	FACE – Contingency Plans	Can you talk a little bit about the contingency plan? What does that look like in terms of the actual budget?	The contingency plan is discussed by the SSC to determine what would be funded in case there are additional funds given to the school or in case costs change for the items purchased. It is recommended that the SSC discuss, approve and document the discussion to serve as a contingency plan.
6	FACE - ELAC	Does ELAC have to approve the 24-25 SPSA prior to the SSC approval?	ELAC needs to provide advisement to SSC prior to approval by the council.
7	FACE – Parent Resource Liaison	Do we have a full job description for the Parent Liaison position? I need to know exactly what that title entails.	Click this link to view the Parent Resource Liaison job description.
8	FACE – Parent Resource Liaison	A question related to the Parent Liaison duties?	Click this link to view the job description of the Parent Resource Liaison.
9	FACE- Contingency Plans	Should contingency plans be mentioned in the SPSA?	Contingency plans are on the SSC agenda and minutes templates for the meeting when the plan is approved, it is not mentioned in the plan.
10	FSEP - Allocations	For Title I, can you tell us the per student amount?	The Title I allocation rate is still being determined.
11	FSEP – Alternative Schedule	IOC Alternate Schedule Funding – Can Title I pay for the other ½?	Yes, schools are able to use Title I to fund the remainder of the Alternate Schedule Funded position. The only requirement is that the partially funded teacher teaches a core subject class.
12	FSEP – Clerical x-time	Are winter break/spring break considered unassigned days?	Yes, the days during winter/spring break may be considered unassigned, as long as the day is not a holiday.

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13	FSEP – CSI Funding	Will 7T691 return?	If your school was identified, your school will continue to receive CSI funding.
14	FSEP – Middle School College and Career Coach	Do you know if we're getting the Middle School College and Career Coach funding next year?	This allocation is still pending determination.
15	FSEP – Program and Budget Handbook	Do we know when the resources for the Title I 24-25 SY Handbook will be made available to school sites?	FSEP is in the process of finishing the handbook. There's no specific date when the handbook will be available, but they expect it to be soon.
16	FSEP - SPSA	Do we need to present the SPSA and Budget to all the stakeholders (e.g. at the Coffee with the Principal...) before submitting to the district?	It is not mandatory to present the School Plan for Student Achievement (SPSA) and budget to ALL stakeholders before submitting it to the district. It is mandatory to include your ELAC and SSC in the SPSA and budget process.
17	FSEP - SPSA	How to add collaborators – other designees?	Toggle to the School Identification tab on the 24-25 SPSA, then click on the "Add Contact" button. Assistant principals cannot be added to the SPSA. They should already have access.
18	Human Resources – College Counselors	Will the counseling position for college counseling services be limited to counselors or will teacher college advisors be able to fill this position?	Any secondary counselors (job code 0533) can be used interchangeably based on school needs.
19	Human Resources – Multiple Assignments	A half-time instructional coach and half-time coordinator/adviser cannot be purchased together?	Half-time instructional coaches and coordinators/advisers cannot be purchased together, however, half-time coordinators/advisers can be purchased together.
20	Human Resources - Teacher Assistants	How many units per year are TAs required to completed? Are they required to submit that information?	12 units per year. Yes, there is a TA portal for submitting their enrollment and their transcripts.
21	Human Resources – Teacher Assistants	What's the rule for Teacher Assistant relief time? How many extra hours can they work a month?	Teacher Assistants may work up to 15 additional hours for 2 consecutive months with a month break in between.
22	Human Resources – Teacher Assistants	Can you let all of us know about TA relief time?	Teacher Assistants may work up to 15 additional hours for 2 consecutive months with a month break in between.
23	Human Resources – Teacher Assistants	What do we need to do to reduce a 4-hour TA to a 3-hour TA?	The procedure for reducing a teacher assistant's hours for FY 2024-25 is to submit a Request for Personnel Action (RPA) effective July 1, 2024, and notify the employee.
24	Human Resources – Teacher Assistants	Is TA 3.5 hours allowed?	Teacher assistants are only allowed to work 3, 4, 5 or 6 hours per day.

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25	Human Resources – Teacher Assistants	What if the TA completed their schooling but was late uploading the docs?	The principal can send the transcripts indicating completion to Leanne Hannah, Director, Certificated Human Resources, leanne.hannah@lausd.net . Note that the teacher assistant's name needs to be evident on the transcripts.
26	Human Resources – Teacher Assistants	Where can TAs submit their paperwork now if they missed deadline, but they have all their units successfully completed?	The principal can send the transcripts indicating completion to Leanne Hannah, Director, Certificated Human Resources, leanne.hannah@lausd.net . Note that the teacher assistant's name needs to be evident on the transcripts.
27	Human Resources – Teacher Assistants	If we reduce the hours of the TAs during budget development, what forms must we submit?	The procedure for reducing a teacher assistant's hours for FY 2024-25 is to submit a Request for Personnel Action (RPA) effective July 1, 2024, and notify the employee.
28	Human Resources – Teacher Assistants	Can a TA continue if they are failing all or most classes?	All TAs are, on a continuing basis, required to enroll and successfully complete college courses. Proof of enrollment and transcripts showing successful completion of units are to be uploaded for both the Fall and Spring semesters.
29	Human Resources – Teacher Assistants	Can I reduce the hours of a TA from 4 to 3 hours per day during Budget Development?	During Budget Development you are able to reduce the hours of a Teacher Assistant position
30	Human Resources/Personnel Commission – IA's/TAs	But if a TA separates, can they be picked up as an IA?	Yes, if teacher assistants are separated due to non-compliance, they can be hired as instructional aides.
31	Human Resources/Personnel Commission – IAs/TAs	Can we purchase a 6-hour instructional aide instead of a TA? Or convert vacant TA positions to Instructional aides?	Yes, during Budget Development schools are able to purchase instructional aide positions to replace
32	Human Resources/Personnel Commission – IAs/TAs	If I have TAs and I am going to change their assignments to 3-hour supervision aides and 3-hour instructional aides, how do I ensure that they are not reassigned? Do they have to reapply for their TA positions if they want to return?	Please ask them to fill out the Certificated TA Resignation Form and send it along with the Nepotism and the RPA to Classified Assignments. To return to the TA position, they will need to complete the full onboarding process. Note that if they are separated from the TA position due to non-compliance, they are not allowed to reapply for the TA position for a year.
33	MMED – EL/SEL Coach	The district flyer for EL/SEL says C-Basis but the slides here said B-Basis Which is it? Does the school get to choose?	That is an outdated flyer, please use the flyer for the 24-25 school year, as this will be updated

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34	MMED - MMALC	Is Title III Now MMALC?	The MMALC is the MMED funded and allocated support position for multilingual learners. EL/SEL Instructional Coaches are what schools have available in the 2024-25 SPSA and Budget Handbook to purchase.
35	MMED - MMALC	This year I was supposed to get a MMALC coach but never received one. How can we know if we are going to get one for next school year? Was there a shortage of people applying?	Regions, in collaboration with MMED interview and select the MMALCs. Schools can recommend possible candidates for a provided allocation.
36	MMED - MMALC	When will schools be notified if they are getting MMALC?	The preliminary plan is to notify schools of MMALC allocations by the end of the month.
37	MMED - MMALC	What is the threshold for “high EL student populations”?	There is no specific "threshold" rather schools with the highest International Newcomer counts will be receiving Title III International Newcomer Instructional Aides.
38	MMED - MMALC	Will MMED hire the MMALC coaches?	Regions, in collaboration with MMED will be interviewing and selecting the MMALCs. Schools can recommend possible candidates for a provided allocation.
39	MMED - MMALC	Can you confirm that priority schools will continue to get a MMALC?	There are several variables that are being weighed in determination of MMALC allocations. The list is still being finalized and we are hoping to get allocations out to school sites by the end of next week.
40	MMED - MMALC	What’s considered “high-end” of EL students? Is there a specific #?	There is no specific number. There are several variables that are being weighed in determination of MMALC allocations. The list is still being finalized and we are hoping to get allocations out to school sites by the end of next week.
41	MMED - MMALC	For 3-hour push in services, could having a class or 2 at the secondary level count as that... or they are not allowed to hold a roster?	The MMALCs are supplemental. They do not hold a roster.
42	MMED - MMALC	# of EL's that qualify a school for MMALC?	There is no specific number. There are several variables that are being weighed in determination of MMALC allocations. The list is still being finalized and we are hoping to get allocations out to school sites by the end of next week.
43	MMED - MMALC	What is the number of Els secondary schools need to qualify for a Title III/SEL Coach?	The MMALC positions are being allocated to schools, schools with the highest EL populations but there is a preference to allocate to elementary schools.
44	MMED - MMALC	To be clear, 6-8 will not be allocated a MMALC?	The MMALC positions are being allocated to schools, schools with the highest EL populations but there is a preference to allocate to elementary schools.
45	MMED - MMALC	Will we have a Title III Coach at least? Last year I was told we would have a MMALC and never received it. And last year I had a Title III Coach. I am in Region South.	Regions, in collaboration with MMED will be interviewing and selecting the MMALCs. Schools can recommend possible candidates for a provided allocation.

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46	MMED - MMALC	What about secondary schools? How will you determine who qualifies for Title III funds to receive a coach?	The allocations are being determined by MMED Directors based on the review of EL demographic data and school need.
47	MMED - MMALC	I currently have a MMALC and high EL count, should I expect allocation or is it yet to be determined?	The preliminary plan is to notify schools of MMALC allocations by the end of the month.
48	MMED - MMALC	Title III Coaches will be for Elementary and MMALC will be for Secondary	The MMALC positions are being allocated to schools, schools with the highest EL populations but there is a preference to allocate to elementary schools.
49	MMED - MMALC	What number is considered a high level of EL students? I feel like we have a high number of EL students. We are also a priority school.	Dr. Jose Posada is currently determining assignments. Please email him.
50	Other	A school that doesn't have a Chapter Chair, how do you go about submitting your Title I forms?	Please see your Regional Staff Relations Field Coordinator for this information.
51	Personnel Commission - Bumping	Will district classified affect school site classified bumping?	No bumping will be required in we have enough vacancies to capture affected employees.
52	Personnel Commission – Closing Positions	So, I have three community reps, I can close any of those positions regardless of when they were hired?	Yes, you are able to close any of the those positions.
53	Personnel Commission - IAs	Are instructional aides for all grades or only TK?	Instructional aides can be assigned to any classroom.
54	Personnel Commission - IAs	Can secondary schools purchase instructional aides?	Instructional aides can be assigned to any classroom.
55	Personnel Commission - RIF Notice	If we choose to repurpose the Library Aide funding for next year, will they get a notice from HR or do we notify them?	You can notify them as a courtesy but the formal communication will be issued by the Personnel Commission.
56	School Fiscal Services -	Our school is tiny and our funds are finite and we are trying to maximize resources. If I wanted to split positions, for example if I can afford to have an Interventionist for ½ day but then I also need a CPA. Can I split positions that way? Or do I need to fund a full-time Interventionist and a full-time CPA? You mentioned that only certain positions can be funded Title I. I never have enough money in Title I to do TAs, Community Reps, and another position. Can I split Title I with TSP?	Yes, you can buy a ½ time Interventionist and a ½ time CPA. The positions that are only allowed in Title I are the Problem Solving Data Coordinator and the Middle School College and Career Coach. Any other positions can be split.

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57	School Fiscal Services – Alternative Schedule	Block schedule funding still available this year?	Yes, secondary schools that currently follow an alternative schedule model will be eligible to receive partial funding from the central office to continue their alternative schedule for the 2024-2025 school year. For more information, please reference Interoffice Correspondence, Funding Guidance for Alternative Schedules for the 2024-2025 School Year , dated February 5, 2024.
58	School Fiscal Services – Assistant Principals	Does this also apply to APEIS positions?	Centrally provided APEIS positions will NOT be part of the off-norm limits.
59	School Fiscal Services – Assistant Principals	Are these for new AP positions or will we lose our current AP positions?	These changes will be effective in the 2024-2025 FY.
60	School Fiscal Services – Assistant Principals	Does this also apply to priority schools?	Yes, the AP off-norm policy will apply to all schools.
61	School Fiscal Services – Assistant Principals	What about for Tier 3 schools?	Yes, the AP off-norm policy will apply to all schools.
62	School Fiscal Services – Assistant Principals	Can schools purchase APEIS?	Yes, schools have the option to purchase APEIS time.
63	School Fiscal Services – Assistant Principals	Will schools continue to receive the centrally funded APEIS?	Centrally provided APEIS positions will NOT be part of the off-norm limits.
64	School Fiscal Services – Assistant Principals	Why are they pulling resources from the most important level of the district? The school site!!!	Note that non-school administrator positions will be reduced as well.
65	School Fiscal Services – Assistant Principals	Will this apply for APs as well? Can two schools collaborate and purchase an AP split position?	The assistant principal off-norm policy will apply to all schools individually.
66	School Fiscal Services – Assistant Principals	What is the norm for APs in a Span school?	Please reference the 2024-2025 Staffing Bulletin appropriate for your school. With regard to the off-norm caps for Assistant Principals, Span schools are considered Secondary.
67	School Fiscal Services – Assistant Principals	What if ECAST is projected at 380. I budget an AP but come Norm Day I don't have the numbers. Will I lose the AP?	More information to come on the impact of Norm Day enrollment changes
68	School Fiscal Services – Assistant Principals	If my school is under 700 students, can I purchase an APSCS instead of a generic AP?	Yes, schools are allowed to purchase APSCS positions.

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69	School Fiscal Services – Assistant Principals	How are SPAN schools apply these norms?	Please reference the 2024-2025 Staffing Bulletin appropriate for your school. With regard to the off-norm caps for Assistant Principals, Span schools are considered Secondary.
70	School Fiscal Services – Assistant Principals	So Title I federal funds are used to purchase APs?	Title I funds cannot be used to purchase an AP position.
71	School Fiscal Services – Assistant Principals	What if you are co-located school and combined enrollment?	The assistant principal off-norm policy will apply to all schools individually.
72	School Fiscal Services – Assistant Principals	Priority schools – diferent table?	The assistant principal off-norm policy will apply to all schools.
73	School Fiscal Services – Assistant Principals	For Pilot Schools on shared sites with shared AP's will this count in the norm?	The assistant principal off-norm policy will apply to all schools.
74	School Fiscal Services – Assistant Principals	When is IOC coming?	The Interoffice Correspondence titled Assistant Principal Updated Staffing and Norm Tables for the 2024-25 School Year was issued on February 5, 2024.
75	School Fiscal Services – Assistant Principals	Will magnet be counted separately?	No, the full school enrollment including magnets will be used to apply this policy.
76	School Fiscal Services – Assistant Principals	What happens to the APs that are displaced?	Please contact Maria Voigt, Administrator, Certificated Administrative Services. She can be reached at (213) 241-6365 or maria.voigt@lausd.net for this information.
77	School Fiscal Services – Assistant Principals	Is the state ratio of 8 admin per 100 teachers calculated by combining school site and non-school site administrators?	Yes, both school site and non-school site administrators are considered when calculating the R2 ratio.
78	School Fiscal Services – Assistant Principals	630 enrollment, LAUSD school with another 600 from a co-located charter for total of 1,230 students. Would not this justify an additional AP and funding?	The assistant principal off-norm policy will apply to all schools individually.
79	School Fiscal Services – Assistant Principals	How soon will they notify employees about the position changes?	Please contact Maria Voigt, Administrator, Certificated Administrative Services. She can be reached at (213) 241-6365 or maria.voigt@lausd.net for this information.
80	School Fiscal Services – Assistant Principals	Where are 300-400 APs over? Where are they going?	Please contact Maria Voigt, Administrator, Certificated Administrative Services. She can be reached at (213) 241-6365 or maria.voigt@lausd.net for this information.

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81	School Fiscal Services – Assistant Principals	R2 Ratio – are they identifying coordinators as administrators?	The District has been successful at reclassifying most out-of-classroom positions as non-administrators.
82	School Fiscal Services – Assistant Principals	What is the current admin to teacher ratio for 2023-2024?	300-400 administrators over the 8% ratio
83	School Fiscal Services – Assistant Principals	Information about the protocol that is being used to reduce admin. staff at the regions and at Beaudry? Was there any thinking about allowing schools to be compliant with that ratio?	Regions were realigned as part of the reorganization to 4 regions.
84	School Fiscal Services – Assistant Principals	I don't fall under the norm for AP so even if I have the funds, I will no longer be able to purchase an AP?	If the enrollment is 375 students or lower, that is correct.
85	School Fiscal Services – Assistant Principals	Elementary schools need 376 students to purchase an AP. Does that include the UTK or ETK enrollment? What does that include?	It includes total enrollment, it includes TK-12 th grade enrollment including UTK, ETK, Special Ed. etc.
86	School Fiscal Services – Assistant Principals	So if we don't have the norm to be able to buy a full-time position, can we fund a part-time position? Or is this all or nothing?	The policy is all or nothing. For any special consideration you can reach out to your Regional Director.
87	School Fiscal Services – Assistant Principals	Since there will be a reduction in the AP, will they be moving people around by seniority? How will that work?	Please contact Maria Voigt, Administrator, Certificated Administrative Services. She can be reached at (213) 241-6365 or maria.voigt@lausd.net for this information.
88	School Fiscal Services – BD Calendar	ECAST appeals notification	February 13 th
89	School Fiscal Services – Budget Appointments	When will we find out our budget appointments?	Region East schools will receive their 2024-2025 BD appointments by the end of this week.
90	School Fiscal Services – Campus Aides	Will campus aides funded centrally maintain their funding?	Yes, schools will continue to receive district funded campus aide positions.
91	School Fiscal Services - CAP	Should schools expect to have Cultural Arts Passport next year? Are these funds earmarked for arts?	Schools will receive a Cultural Arts Passport (CAP) allocation for the 2024-2025 FY during Budget Development. The allocation notification will be emailed on February 9, 2024. Due to state rules, these funds can only be used for their prescribed purpose.

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92	School Fiscal Services – Carryover	Will TSP carry over?	Yes, 30% of the projected carryover will be allocated to you for budget development. The remaining 70% will be held until the District's financial situation is clear.
93	School Fiscal Services – Carryover	What is the advance carryover for TSP?	30% of the projected carryover will be allocated to you for budget development. The remaining 70% will be held until the District's financial situation is clear.
94	School Fiscal Services – Carryover	What percentage of TSP carryover funds will be available during Budget Development?	30% of the projected carryover will be allocated to you for budget development. The remaining 70 % will be held until the District's financial situation is clear.
95	School Fiscal Services – Carryover	Will TSP balances carry over to next year?	Yes, 30% of the projected carryover will be allocated to you for budget development. The remaining 70% will be held until the District's financial situation is clear.
96	School Fiscal Services – Classified Health Benefits	How will this affect if we fund a 3-hour campus aide and add 2 hours supervision aide?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
97	School Fiscal Services – Classified Health Benefits	If we have a 3-hour campus aide and 3-hour supervision aide. Do they qualify for benefits?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
98	School Fiscal Services – Classified Health Benefits	Does the 3-hour IA and 3-hour supervision aide generate benefits for the employee?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
99	School Fiscal Services – Classified Health Benefits	If the district funds a 3-hour campus aide, can we pay for 1 additional hour? If they generate benefits, who pays the benefits?	Allowable work schedules for campus aides are 3, 3.75, 6, 6.75 or 8 hours per day. If the district funds a 3-hour campus aide and a school requests additional hours, the school would be required to assume any additional cost.
100	School Fiscal Services – Classified Health Benefits	What if the campus aide has a 3 hour and 4 hours of supervision aide, does that trigger benefits?	Yes, the 4-hour supervision aide assignment will trigger benefits.
101	School Fiscal Services – Classified Health Benefits	What if they are getting benefits from an after-school classification already? If we fund them for four hours would the school split the benefits with the after-school program?	The health and welfare cost is calculated on each position that is 4 hours or more per day.

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102	School Fiscal Services – Classified Health Benefits	Is a supervision aide and campus aide the same classification? Would I need to cover the benefits if they were 3 hours in each position?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
103	School Fiscal Services – Classified Health Benefits	Can we combine instructional aides and Beyond the Bell assignments?	Those assignments cannot be combined.
104	School Fiscal Services – Classified/TA Health Benefits	Is the combination of a 2-hour TA and 1 hour supervision aide allowed? Will it trigger benefits?	This is an allowable combination. It will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
105	School Fiscal Services – Discretionary Allocations	SENI AND Staffing Equity grant	No staffing equity grant allocation, only SENI TEP allocation at the same level
106	School Fiscal Services – Estimated Rate Sheet	What is the price of an IA? Does it cost more than a TA?	The 2024-2025 Estimated Rate Sheet will be available on or before 2/12/2024.
107	School Fiscal Services – Estimated Rate Sheet	Does the cost on the Estimated Rates sheet include all salary increases?	The costs on the 2024-2025 Estimated Rate Sheet includes all salary increases except those for CSEA (office techs, senior office techs).
108	School Fiscal Services – Estimated Rate Sheet	Is there a current budget item cost sheet?	The FY 2024-25 Estimated Rate Sheet will be published to the School Fiscal Services website on or before February 12, 2024.
109	School Fiscal Services – Estimated Rate Sheet	Is the purchase of an IT Solution Tech still limited to only 13027?	The position is allowed in 13027, Title I and donations.
110	School Fiscal Services – Family Resource Navigator	Is funding for the Community Family Resource Navigator continuing?	No, there won't be centrally funded navigators for next year.
111	School Fiscal Services – Family Resource Navigator	Will Navigator positions continue for Priority schools?	No, there won't be centrally funded navigators for next year.
112	School Fiscal Services – Health Benefits	What is the amount of the benefits that need to be backed out for ½ time coordinators?	Please visit the School Fiscal Services website for this information.

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113	School Fiscal Services - Interventionist	Will new priority schools get an Interventionist?	Yes, Priority Schools including those newly selected will receive two Interventionists (one for Literacy and one for Numeracy) and two instructional aides (one for Literacy and one for Numeracy).
114	School Fiscal Services - Interventionist	We are a Tier II school (not Priority) that received ELA interventionist. Will we continue to receive the services next year?	Decision is still pending. We will communicate as soon as we receive information.
115	School Fiscal Services – Interventionists	Will newly selected Priority Schools receive intervention teachers for math and ELA? An instructional aide is included with each of those positions.	Yes, Priority Schools including those newly selected will receive two Interventionists (one for Literacy and one for Numeracy) and two instructional aides (one for Literacy and one for Numeracy).
116	School Fiscal Services – Interventionists	Do priority schools get 1 or 2 interventionists and does that include their assistant?	Yes, Priority Schools including those newly selected will receive two Interventionists (one for Literacy and one for Numeracy) and two instructional aides (one for Literacy and one for Numeracy).
117	School Fiscal Services – Interventionists	What is the difference between the Interventionist and the Intervention Prevention Coordinator?	Those job descriptions are included in the Program and Budget Handbook.
118	School Fiscal Services – IT Support Techs	Are IT Support Techs still A-Basis?	Yes, IT Support Technicians (Job Code: 24102210) must be funded at the A-Basis level. More information to come on the funding of this position in Program 7S046.
119	School Fiscal Services – Itinerant Allocations	Is this based on norm or ECAST (PSW) and will we get it on norm day if it's based on ECAST?	Initial PSW allocations will be based on ECAST.
120	School Fiscal Services – Itinerant Allocations	PSW will be based on ECAST or Norm. I earned two additional positions this year.	Initial PSW allocations will be based on ECAST.
121	School Fiscal Services – Itinerant Allocations	Will schools with less than 600 students be allocated any days for PSWs? Or if less than 600, then we have no PSW allocation?	Schools with enrollment of less than 600 will not be allocated any PSW resources.
122	School Fiscal Services – Itinerant Allocations	Schools can still purchase their own?	Yes, schools are still able to purchase itinerant PSAs and PSWs.
123	School Fiscal Services – Itinerant Allocations	Is there an enrollment number above which a school would get a second PSW?	No, schools are only eligible to receive 1 full-time PSW with enrollment above 600 students.
124	School Fiscal Services – Itinerant Allocations	Schools receive a PSW for 600 students. Will a school receive another PSW at 1,201?	No, schools are only eligible to receive 1 full-time PSW with enrollment above 600 students.

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125	School Fiscal Services – Itinerant Allocations	Regarding the PSW allocation, my school’s enrollment is under 600. Will we receive any PSW allocation?	Your school will not receive any central allocation for the PSW. The only centrally provided PSW is the one provided for in the UTLA agreement with the 600 threshold.
126	School Fiscal Services – LAUSD Budget	What is the total district budget? 13 billion? Has there been a calculation of how many AP positions will be cut?	We don’t have the final number of reductions at this time.
127	School Fiscal Services - Library Aide	If we choose to repurpose the Library Aide funding for next year, what can we use those funds for?	The library aide is funded in program 13027 which is a very flexible funding source.
128	School Fiscal Services – Library Aide	Will we continue to receive centrally funded Library Aides?	For FY 2024-2025, elementary schools with grades K-5 will continue to receive 6-hour library aide positions in Program code 13027. Schools have flexibility over the allocated library aide position. The position may be repurposed, modified, or closed with the approval of the Regional Director.
129	School Fiscal Services – Library Aides	Can you give us a breakdown of the funding for library aides. Can I cut the position to 3 hours per day if they are being funded centrally?	For FY 2024-2025, elementary schools with grades K-5 will continue to receive 6-hour library aide positions in Program code 13027. Schools have flexibility over the allocated library aide position. The position may be repurposed, modified, or closed with the approval of the Regional Director.
130	School Fiscal Services – Library Aides	Must we purchase a library aide?	For FY 2024-2025, elementary schools with grades K-5 will continue to receive 6-hour library aide positions in Program code 13027. Schools have flexibility over the allocated library aide position. The position may be repurposed, modified, or closed with the approval of the Regional Director.
131	School Fiscal Services – Library Aides	I hear we are able to repurpose this position if we need to. Is this correct?	Schools have flexibility over the allocated library aide position. The position may be repurposed, modified, or closed with the approval of the Regional Director.
132	School Fiscal Services – Library Aides	Library Aide reducing to 4 hours will still generate benefits?	Allowable work schedules for the library aides are 3 or 6 hours per day.
133	School Fiscal Services – Norm Allocations	Please clarify the position in program 10989.	Note that both norm teachers and teacher librarian positions are allocated in this program code. Elementary schools will receive one or more norm teachers in this program if there is a difference between the norm teacher resources generated using the current staffing ratios and the norm teacher resources generated from the 2017-18 class size for grades 4-5(6).

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#	TOPIC	QUESTION	ANSWER
134	School Fiscal Services – Norm Allocations	In order to keep my office technician what will be my enrollment? And, when will letters be out to them for a new assignment if that person is affected?	Please reference the 2024-2025 Staffing Bulletin appropriate for your school.
135	School Fiscal Services - Nurses	Will schools be getting Nurse Days?	Each school will continue to receive a full-time School Nurse allocation as required by the UTLA contract.
136	School Fiscal Services – Potential Funding Variance	Will we need to set aside a percentage for PFV or will it automatically be done?	The calculation and set aside of the Potential Funding Variance will done Centrally.
137	School Fiscal Services – Priority Schools	Will any Priority Schools be removed from the list and when will we be informed? This decision impact my purchases. If I receive an Interventionist, then I won't have to purchase one.	New Priority schools have been notified of their change in status. All existing Priority Schools will continue to receive the centrally provided Interventionists. More details will be provided when those allocations are released. You will have that information before your Budget Development appointment.
138	School Fiscal Services – Priority Schools	When will we be informed if we are a priority school?	New Priority schools have been notified of their change in status
139	School Fiscal Services – School Climate Advocate	Will the Climate Advocate positions be funded centrally for 24-25?	We have not received the list of schools that will be allocated School Climate Advocates. Any schools entitled to a position will receive an allocation notice on February 9, 2024.
140	School Fiscal Services – School Climate Advocate	Is the district still providing schools with a School Climate Advocate?	We have not received the list of schools that will be allocated School Climate Advocates. Any schools entitled to a position will receive an allocation notice on February 9, 2024.
141	School Fiscal Services – School Staffing Equity Grant	What about program 11456 – School Staffing Equity Grant? Will we receive it?	School Staffing Equity Grant funds will not be allocated in FY24-25.
142	School Fiscal Services – School Staffing Equity Grant	So will Staff Equity be part of SENI allocation or will schools not receive this allocation at all?	Schools will no longer be allocated funds in Program 11456. Also, SENI will continue to be funded at the current level.
143	School Fiscal Services – School Staffing Equity Grant	So funds for the Staffing Equity grant will be a part of TSP, should we expect our TSP to be larger? Or our TSP funds will remain the same?	Schools will no longer be allocated funds in Program 11456 for the School Staffing Equity Grant. SENI TSP will continue to be funded at the current level districtwide. Whether your school receives the same or more TSP than you did this year will depend on your SENI ranking and count of unduplicated students.

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#	TOPIC	QUESTION	ANSWER
144	School Fiscal Services – School Staffing Equity Grant	11456 – purchased two counselors – how will I purchase a second counselor and ??	School Staffing Equity will not be allocated for 2024-25. Schools will need to prioritize their investments in the remaining programs continuing for 2024-25, such as SENI, Title I, 13027, etc.
145	School Fiscal Services – School Staffing Equity Grant	Why take School Staffing Equity Grant from small schools that do not meet the additional staffing as part of the new collective agreement?	School Staffing Equity will not be allocated for 2024-25.
146	School Fiscal Services - SFE	When will SFE open for budget development?	Schools Front End (SFE) opens on February 13, 2024.
147	School Fiscal Services – Supervision Aide	Can I reduce the hours of a Supervision Aide from 4 to 3 hours per day during Budget Development?	During Budget Development you are able to reduce the hours of a Supervision Aide position
148	School Fiscal Services – UTK/CC	What about UTK/CC? What is the norm for that class?	Schools that have a UTK/CC classroom with “early enrollment” students will maintain an average of 20 students, comprised of 13 general education students and 7 students with an IEP. UTK classes <u>without TE students</u> will maintain an average of 24 students with 16 general education students and 8 students with an IEP. The UTK CC classrooms will be staffed with a general education teacher, an additional adult, an early childhood special education teacher, and a special education aide.
149	School Fiscal Services – UTK/CC	Do we open a new class if we cap at 20?	Yes, classrooms with TE students shall not exceed 20 students.
150	School Fiscal Services – UTK/CC	What if we meet that max number, do we stop enrollments?	Please continue enrolling students. Additional staffing for UTK will be allocated throughout the year as new classes are being created.
151	School Fiscal Services – UTK/CC	Is the instructional aide position only if you have UTK and/or TK?	Instructional aides can be assigned to any classroom.
152	School Fiscal Services – Teacher Assistants Health Benefits	When are benefits generated for TAs or for instructional aides?	A teacher assistant or instructional aide that has a regular schedule of 4 hours per day and/or 80+ hours per week in one classification is eligible for health benefits.

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#	TOPIC	QUESTION	ANSWER
153	School Fiscal Services – Teacher Assistants Health Benefits	How does that affect the following year, if they qualify this year?	For a teacher assistant to be eligible for health benefits, he/she must have a regular assignment of 4 hours per day and/or 80+ hours per week in any one classification.
154	School Fiscal Services – Teacher Assistants Health Benefits	Will benefits be separated for the teacher assistants?	Teacher assistant positions created during Budget Development for the upcoming fiscal year, will include the cost of the health benefits, when appropriate. The full cost of these positions will also be included in the Estimated Rate Sheet.
155	School Fiscal Services – Teacher Assistants Health Benefits	4-hour TAs, will they be generating benefits for next year? Reducing hours?	Teacher assistants assigned a regular schedule of 4 hours per day shall be eligible to enroll in medical benefits. The procedure for reducing a teacher assistant's hours for FY 2024-25 is to submit a Request for Personnel Action (RPA) effective July 1, 2024, and notify the employee.
156	School Fiscal Services – Teacher Assistants Health Benefits	If a TA is assigned to a 3 hour a day position and they work relief time, is it possible for them to earn health benefits?	No, a teacher assistant must have a regular schedule of 4 hours per day and/or 80+ hours per week in one classification to be eligible for health benefits.
157	School Fiscal Services – Teacher Assistants Health Benefits	If I cut a 6-hour TA to 4 hours per day, are they still eligible for benefits?	Yes, a teacher assistant with a regular schedule of 4 hours per day and/or 80+ hours per week in one classification to be eligible for health benefits.
158	School Fiscal Services – Teacher Assistants Health Benefits	If I currently have a 6-hour TA this year, and I reduce their hours to 3 hours per day next year, will I still be responsible to pay for their benefits next year?	No, a teacher assistant must have a regular schedule of 4 hours per day and/or 80+ hours per week in one classification to be eligible for health benefits.
159	School Fiscal Services/Personnel Commission - Library Aide	Can we reduce the library aide to 4 hours per day? If she is reassigned, how do I hire? Is there a list?	The only available options for a library aide are 3 or 6 hours per day. If you reduce your library aide position to 3 hours per day, normally the Personnel Commission will pair the employee with another 3 hours assignment to allow them to remain in place. If this is not possible, there is an employment list for this position.
160	Special Ed. – Special Ed. Assistants	Have we gotten any clarity on the 7 hours for Special Ed. aides?	Any changes to the hours of the Special Ed. assistants will be effective July 1, 2024. It is expected that employees will be surveyed to determine if they're interested in the change to 7 hours per day and hours for employees selecting that option will change effective 7/1/2024.