

## UPDATE

Week of February 6, 2012

[www.aalausd.com](http://www.aalausd.com)

### ENCROACHMENT OR SUBSIDIZATION?

Beginning with the 2009-2010 school year, the state legislature added Adult Education services to the Tier 3 group of educational programs, due to a scarcity of resources. Tier 3 is a collection of 40 or more different categorical allocations, which a school district may use in any fashion to balance its individual budget. In effect, a school district may take any or all of these program funds and “sweep” them into the general fund.

LAUSD’s senior staff has framed the argument that Adult Education has encroached upon the District’s general fund. A more careful analysis would show that beginning in the 2010-2011 school year LAUSD transferred \$63 million from Adult Education into the District’s general fund. For the 2011-2012 school year, \$21 million was moved from Adult Education to again support the District’s general fund. Currently, the District has proposed the elimination of the Adult Division for the 2012-2013 school year. The fact is that the Adult Division does not encroach upon the District’s general fund. The Adult Division serves 37% of the District’s total enrollment, utilizing only 2% of the LAUSD budget.

During the waning weeks of his tenure, former **Superintendent Ramon Cortines** warned that some senior staff members wanted to shut down the Adult Division. In recent years, Oakland Unified eliminated its Adult Education programs. LAUSD’s Chief Strategy Officer was formerly employed by Oakland Unified. AALA wonders if this is a coincidence.

The Superintendent and the Board of Education need to reexamine the services essential to the Pre-K through Adult population that they are mandated to serve. If the District eliminates the funding base for Adult Education, the greater Los Angeles community will lose services that will negatively impact students and community members who have the greatest need. Since the Superintendent and the Board of Education have informed the County of their intent to eliminate Adult Education, who will provide:

- Essential parent education classes Districtwide?
- English classes for adults in need?
- Citizenship classes for immigrant residents?
- High school students the opportunity to make up graduation credits?
- Unemployed adults with essential job training skills?

Education Code 42605 requires that as a condition of continuing receipt of Adult Education funds, the governing board of a school district must schedule an open public hearing to take testimony from the public and to discuss and approve or disapprove the explicit purposes for which Adult Education funds will be used. This section of the Education Code also requires that the mandated open public hearing be held prior to and independently of the meeting where the governing board of the school district adopts a budget.

**Superintendent Deasy** has stated on various occasions that the District doesn’t get paid to provide Adult Education. In fact, however, not only do all districts continue to receive their Adult Education apportionments, the funding is guaranteed to be continued through 2014-2015 at a stable 2008-2009 level, per EC 42605, (b) (1).

AALA members and staff look forward to the mandated LAUSD public hearing and to having the opportunity to participate in this important discussion prior to the adoption of the District’s 2012-2013 budget. Further details will be forthcoming in future issues of *Update*.

Week of February 6, 2012

## ARTS ADVOCACY GROUP

AALA thanks **Sharon Kaiser**, retired Principal, for issuing the following invitation to join the LAUSD Administrators Arts Advocacy Group.

The Arts Education Branch has long wanted to organize an online community of LAUSD administrators who understand the importance of the arts in our students' cognitive and social development, and who see a strong arts program as an integral part of their school's achievement strategy. This community would receive regular communications about arts advocacy, research, student and family opportunities and changes in district policies and protocols. They would also, occasionally, be called upon to advocate publicly when we need a unified administrative voice in the District's ongoing efforts to bring the arts to all students in our schools. In these challenging times, it is especially important that we continually reiterate the importance of learning in and through the arts.

So far, over 240 administrators have been invited to join this community because of their commitment to the arts. We have at least 20 in each Local District: Local District 4 alone has over 45!

We invite all administrators to join this community. Your participation will be easy. There will be no required meetings, but we may offer webinars that you can log onto from your desk. As a member of the Administrators Arts Advocacy Group, we will only ask that you join other like-minded voices in spreading valuable information related to improving student access and equity to a quality education that includes the arts.

You may join by sending your name, school or office, and contact information to Sharon Kaiser at [skaiserpdk@yahoo.com](mailto:skaiserpdk@yahoo.com). Retired administrators who still have a "heart" connection to our schools are welcome. Please note in your e-mail message if you would be willing to join a small steering committee to initiate ideas and organizational strategies as the group gets started. We will report regularly in *Update* about the group's efforts.

Explore AALA's Website at [www.aalausd.com](http://www.aalausd.com) – **Meet Your AALA Executive Board**

Did you know that AALA has 12 elected officers besides **Dr. Judith Perez**, the President of AALA? Do you know which officer represents your interests? Come meet your elected **Executive Board** on the AALA website's home page right along the left side of the screen. Since the AALA president is the only fully released officer, the 12 other AALA officials are active administrators who volunteer many hours outside of their work location on behalf of the AALA membership. One click and you'll see their names, titles, photos and an envelope. Click on the envelope and you can send them a message.

### **DISTRICT COMMITTEES...**

**AALA is looking for members who would like to represent their colleagues on District committees. Most committee meetings are held during the day. If you are interested, please e-mail [cvacca@aala.us](mailto:cvacca@aala.us) and include your field of interest.**

Week of February 6, 2012

## HEALTH BENEFITS FAQ

*Topic: Health Information on the Internet*

### **Isn't the internet a great source of health information?**

Maybe, depending on the credibility of the websites you visit for information. According to the Medical Library Association, a nonprofit educational organization for the health sciences, millions of people access medical information on the internet, with most entering a medical condition in a search engine. The results may yield hundreds, even thousands of websites, leaving you, the user, with the task of determining which websites offer trusted and reliable health information.

### **How can I tell whether a website offers reputable and credible health information?**

A simple search of "reputable health websites" or a phrase to this effect will yield numerous websites that offer guidelines for locating reputable and credible health information. One tip involves looking at web address extensions. Those ending with *.gov* represent government websites and can be considered reliable. Other web addresses ending with *.org* are generally nonprofit organizations and may or may not be reliable. Educational institutions have the *.edu* extension and may offer medical research. Websites ending in *.com* are usually commercial websites designed to sell products and/or services.

### **What are some credible websites?**

Two good sources for locating reliable health information on a variety of medical conditions and topics are:

- Medline Plus, a service of the U.S. National Library of Medicine, National Institute of Health (NIH) – <http://www.nlm.nih.gov/medlineplus/>.
- Healthfinder.gov, a service of the U.S. Department of Health and Human Services – <http://www.healthfinder.gov>.

Both sites provide access to a wide spectrum of health information from trusted sources covering diseases, conditions and wellness issues. Both sites offer free, reliable and up-to-date health information.

### **What are other useful health information websites?**

The following is a partial list offered by the Medical Library Association (<http://www.mlanet.org>):

- *Cancer.gov* at <http://www.cancer.gov/> is the official website for the National Cancer Institute (NCI), a component of the National Institutes of Health (NIH).
- *Centers for Disease Control and Prevention* at <http://www.cdc.gov/> is an agency of the Department of Health and Human Services.
- *Kidshealth®* at <http://www.kidshealth.org/> provides doctor-approved health information about children from before birth through adolescence.
- *Mayo Clinic* at <http://www.mayoclinic.com/> provides health education to patients and the general public.
- *American Cancer Society* at <http://cancer.org/> supports education and research in cancer prevention, diagnosis, detection and treatment.
- *American Diabetes Association* at <http://www.diabetes.org/> is the leading nonprofit health organization dedicated to diabetes.

Reference: *Resources for Health Consumers*, Medical Library Association, <http://www.mlanet.org>.

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## RETIREMENT INVESTMENT ADVISORY COMMITTEE

*AAALA wishes to thank **Jack Moscowitz**, our representative on the Retirement Investment Advisory Committee, for preparing this article. **Alan Warhaftig** serves as AAALA's alternate.*

Approximately five years ago, the Los Angeles Unified School District created a committee of representatives from each of the nine employee unions, along with District staff from Risk Management, to develop the guidelines for our own 457(b) plan, a new employee benefit. Recent changes in the law (IRS) made this a good option for employees to add to their financial security for retirement and create a tax-sheltered investment plan, totally under the supervision of a committee, in some ways like the Health Benefits Committee. With guidance and support of a skilled and independent financial advisor, the committee developed a shopping list of investment options that became available to all District employees, certificated and classified. The primary objectives of the committee are to select companies that are well-managed, have fair and appropriate fees and have a record of good investment practices.

The plan has grown slowly but steadily and now has 2,500 participants and \$30.5 million in assets. The oversight committee is now known as the Retirement Investment Advisory Committee and has a broader range of responsibilities, advising the Chief Financial Officer, who is the fiduciary, on all matters pertaining to LAUSD's 457(b) plan, 403(b) program and the 401(a) plan.

School district employees are fortunate to have Defined Benefit pension plans through CalSTRS and CalPERS, but pension benefits may not adequately fund retirement for most workers. That is where Defined Contribution plans, specifically the 403(b) and 457(b) come into the picture, allowing employees to contribute up to \$17,000 per year (\$22,500 for employees age 50 and over) of pretax dollars to an investment account that, with hardship exceptions, does not permit penalty-free withdrawals until age 59 ½ (or separation from LAUSD for the 457(b) plan). When funds are withdrawn after that age, they are taxed as regular income.

In January 2012, management of the 457(b) plan has transitioned from VALIC to CalSTRS. At the same time, third party administration of the 403(b) plan transitioned from VALIC to TSA Consulting Group. Both CalSTRS and TSA Consulting Group were selected following an extensive Request for Proposal (RFP) process. Current investors have been notified of these changes.

Participants in the 457(b) plan will see improved investment options, as funds that had been on the Committee's "watch list" will be replaced with better performing funds with lower expense ratios.

The Committee is deeply concerned about LAUSD's 403(b) program, which has more than 21,000 participants, more than 9 out of 10 of whom are invested in high-cost equity index annuities, variable annuities with surrender charges that apply for many years, mutual funds with front-end loads as high as 5.75% and mutual fund platforms that charge advisory fees up to 1.5% in addition to expense ratios and other fees. The Committee is exploring various remedies to address this problem, which are complicated by industry pushback and provisions in the California Insurance and Education Codes.

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## **APPROVED PARENT GROUPS AND BOOSTER CLUBS, PART 1**

**General Overview:** While schools are encouraged to partner with outside groups to bring much-needed additional resources to the school community, school administrators must keep in mind some basic legal principles.

1. **Schools must ensure equity on campus.** Board Rule 1721 notes that “It is the intent of the Board that no donation shall provide a substantial advantage in educational benefits to a school if such benefits cannot be balanced in all schools.” For example, if a group of parents wishes to form a booster club to only benefit the magnet program, or one team sport, the school should consider having parents work with the existing booster club on a subcommittee for this purpose and note that the booster club should have other subcommittees to support other programs/activities to ensure equity across the school. A lack of equity may result in claims of civil rights violations, such as Title IX.
2. **Students may not be charged fees to participate in school-sponsored activities.** Schools must ensure that this message is clear to students and parents/guardians. While booster clubs and approved parent groups may solicit donations, these solicitations must be clearly separate from the school (separate web page, separate letterhead, separate address, etc.).

### **Approved Parent Groups—PTA or PTSA or PTO**

There can be only one organization in a school cooperating with the student body on fund-raising activities – either the school PTA or Approved Parent Group (PTO). A cooperative activity is one in which the students participate with the PTA or approved parent group (PTO) in a fund-raiser through joint planning and implementation of the event and/or the sharing of proceeds.

### **An Approved Parent Group (PTA or PTO) must abide by the following guidelines:**

- a. The group shall be nonpartisan and nonsectarian in membership and purpose.
- b. Membership in the group must be open to all parents who have children in the school, to school staff and school-site administrators.
- c. Any membership fee must be a reasonable amount.
- d. The officers of the group must be elected annually by popular vote.
- e. The principal of the school shall be a member of the group’s Executive Committee.
- f. Robert’s Rules of Order or a similar code shall govern the procedures of the group. Minutes of the meeting must be kept and read for approval at succeeding meetings. Action taken by the Executive Committee shall be reported to the membership at large.
- g. All Regular, Executive Committee, or Committee meetings which involve the participation of any school personnel shall be held at the school. The principal must approve any exceptions. A Civic Center Permit should be obtained for these meetings.
- h. The principal shall approve speakers and entertainers who are invited to appear before the Approved Parent Group and/or students.
- i. New schools are required to observe a six-month waiting period prior to the formal organization of an Approved Parent Group.
- j. Approved Parent Groups shall be subject to standards and procedures with regard to finance as are stipulated by the Student Body Finance Section.

**Note:** *The Legal Brief in next week’s Update, will address booster clubs.*

*This LAUSD Legal Brief is for information only and does not constitute legal advice. Please contact the Office of the General Counsel to determine how this information may apply to your school’s specific facts and circumstances.*

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## **REPRESENTATIVE ASSEMBLY HIGHLIGHTS – JANUARY 26, 2012**

*AALA Representative Assembly meetings are held four times each year. The second meeting of 2011-2012 took place on Thursday, January 26, 2012. Complete agendas and minutes are posted on the AALA website. Following are highlights from the January 26 meeting:*

### **President's Report:**

#### **1. UCLA Educational Leadership Program (ELP) Research Project**

Doctoral students, **Phu Tranchi** and **William Walton**, described their research project and requested that Rep. Assembly members identify working condition concerns for a pilot survey of elementary administrators prior to the launching of the official survey in early March 2012.

#### **2. AALA/LAUSD Negotiations (Welcome, Mike Wada, to Bargaining Team!)**

- The UTLA-LAUSD *Local School Stabilization and Empowerment Initiative of 2011* (LSSEI) prevents focus schools from being given away to independent charters and provides schools the opportunity to write plans to obtain increased autonomy from the District. Because the LSSEI has a substantial impact on AALA members, AALA formally requested negotiations for a parallel agreement; formal negotiations are not yet scheduled.
- School Improvement Grant (SIG) Negotiations: Progress has been made; AALA is waiting for the District's response to our proposal.
- AALA's Classified Unit: Formal contract negotiations commence on Monday, January 30, 2012. The Classified Unit includes administrators primarily in facilities, food services, ITD and transportation.

### **AALA PAC Council Meeting:**

#### **Motion from PAC Steering Committee (Motion Carried)**

*The AALA-PAC Steering Committee recommends to the PAC Council that the AALA-PAC donate \$1,000 to help Dr. Richard Vladovic retire his campaign debt.*

### **Department Reports:**

The four AALA departments (Elementary, Secondary, Adult & Supervisory) shared concerns and questions raised during their caucus meetings. AALA staff will research answers to their requests for information.

The third Representative Assembly meeting this year is scheduled for Thursday, March 22, 2012.

## **SCHOLARSHIPS AVAILABLE**

**AALA Scholarship** – Applications are in schools now and available on AALA's website [www.aalausd.com](http://www.aalausd.com). Encourage your students to submit applications by the deadline date of March 7, 2012. Additional information will be in future *Updates*.

**The Association of Jewish Educators Scholarship** – Application has been sent to schools. Please see that it reaches deserving students. The application is also online at <http://ajeandlausd.info/>. Applications are due by March 19, 2012.

**California Credit Union Scholarship Program** – To download an application, visit us online at: <https://www.californiacu.org/home/aboutus/inthenews>. Applications are due on Friday, April 13, 2012, and must be postmarked or dropped off at any of the 13 branch locations by that date. Winners will be announced on the CCU website on Friday, May 11, 2012.

Week of February 6, 2012

## TIER II IN THAILAND FOR SCHOOL ADMINISTRATORS

CA Professional Administrative Services Credential (Tier II)  
*In collaboration with the University of California, Irvine (UCI)*

Chiang Mai, Thailand: July 18-27, 2012

Cost: \$3,675 (includes international program fee, Tier II tuition, flight & hotel - approx.)

WEBSITE: <http://leadership-innovation.org>

Join our 9<sup>th</sup> year of this popular, well-respected INTERNATIONAL program – with over 130 alumni!  
 The program supports completion of ALL Tier II requirements.

*Where will you be in July 2012? **JOIN US IN CHIANG MAI**.*

For information contact **Dr. Linda Orozco** at 949.413.5483.

## TIER II ADMINISTRATIVE CREDENTIAL URBAN SCHOOL LEADERS: *Learn, Lead, Inspire...*

**California State University Dominguez Hills, LAUSD and AALA** invite you to the Urban School Leaders program Information Meeting for the organization of cohorts to complete the Tier II Professional Administrative Services Credential.

- Earn your Tier II credential this summer beginning May 3, 2012.
- Take advantage of a tuition cost of only \$2,520.
- Benefit from a blended program of online coursework and four instructional seminars designed to meet individual candidate's needs.
- Profit from an optional instructional seminar designed specifically for charter and autonomous schools.
- Participate in field experiences, university and nonuniversity sponsored activities, panel discussions, independent reading and reflective practice.
- Be part of an extraordinary network of Urban School Leaders.

*For further information, please attend one of the Information Meetings below, or go to the EAD website at [www.csudh.edu/coe/ead](http://www.csudh.edu/coe/ead), or contact:*

**Dr. Joseph Scollo**     [jscollo@csudh.edu](mailto:jscollo@csudh.edu)     310.243.1063  
**Judy Radeke**        [jaradeke@csudh.edu](mailto:jaradeke@csudh.edu)     310.243.3524

**Information Meetings:**

<u>LD</u>	<u>Day/Date</u>	<u>Time</u>	<u>Location</u>
5 & 6	Wednesday, February 22, 2012	5:00 – 6:30 p.m.	LD 5 Admin. Offices – Saldivar Room 2151 N. Soto Street, Los Angeles, CA 90032
7 & 8	Thursday, February 23, 2012	5:00 – 6:30 p.m.	LD 8 Admin. Offices – Lunch Room 1208 Magnolia Avenue, Gardena, CA 90247
All	Thursday, March 15, 2012	5:00 – 6:30 p.m.	CSUDH – Extended Ed Bldg., Room 1213 1000 East Victoria Street, Carson, CA 90747

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## IN MEMORIAM

**DR. GEORGE H. NORSTRAND** – Former Principal of Collier Street, Enadia Way and Justice Street schools. Dr. Norstrand retired from the District on June 30, 1980, and passed away on January 13, 2012.

**OTIS F. MASON JR.** – Former Assistant Principal, Secondary Counseling Services, of Sutter, Adams and Belvedere middle schools. Mr. Mason retired from the District on June 29, 1990, and passed away on January 15, 2012. Services were private.

**BRENDA J. ROGERS** – Former Principal and Assistant Principal of Hyde Park Elementary School, Program Coordinator of Hyde Park, Ninety-Ninth and Seventy-Fourth Street schools. Interim Principal of Alexander Science Center, Ninety-Second and One Hundred Ninth Street elementary schools. Ms. Rogers retired from the District on July 1, 2001, and passed away on January 29, 2012. A memorial service will be held on **Saturday, February 4, 2012, from 2:00 – 5:00 p.m.**, at the Japanese Gardens, 3350 Civic Center Drive, Torrance, CA 90503. Condolences may be sent to her home, 17530 Elderberry Circle, Carson, CA 90746.

## SAVE THE DATE

**THURSDAY, FEBRUARY 16, 2012** – Networking event with **Dr. Jaime Aquino**, Deputy Superintendent of Instruction, at Webster MS, 11330 W. Graham Place, Los Angeles, 5:00-7:00 p.m. Please RSVP to **Maralyn Soifer** at [mps1907@lausd.net](mailto:mps1907@lausd.net). Go to the following link for more information: <http://www.aala.us/doc/2012/01/networkingevent.doc>.

## RETIREMENT CELEBRATION

Name	Date, Time	Location	Contact
<b>Frances M. Castaneda</b>	Saturday, February 11, 2012 6:00 p.m.-Midnight	Monterey Hills Restaurant 3700 W. Ramona Blvd. Monterey Park	<b>Celia Dominguez</b> <a href="mailto:celia.dominguez@lausd.net">celia.dominguez@lausd.net</a>

## POSITIONS AVAILABLE

**Minimum Qualifications:** Candidates are responsible for making sure all the District requirements have been met. Do not contact AALA for information regarding positions. Use the listed contact phone number. The following positions are available to view in their entirety by going to [http://certificated.lausd.k12.ca.us/admin\\_vacancies](http://certificated.lausd.k12.ca.us/admin_vacancies). Select School-Based and Non-School-Based positions and click on any position to view the specific flyer.

CLASSIFIED POSITION	LOCATION	CONTACT	DEADLINE
<b>INSPECTOR GENERAL Senior Management Position</b>	LAUSD Beaudry Building	213.241.5549 <a href="mailto:Katie.wong@lausd.net">Katie.wong@lausd.net</a> <a href="mailto:Anna.forsberg@lausd.net">Anna.forsberg@lausd.net</a>	<b>Until filled</b>

CERTIFICATED POSITIONS	DEADLINE
<ul style="list-style-type: none"> <li>• <b>INSTRUCTIONAL SPECIALIST, MST 40, B Basis, West Adams Preparatory High School.</b> Contact <b>Liliana Vasquez</b>, at 213.745.4928 or <a href="mailto:careers@laspromise.org">careers@laspromise.org</a>.</li> </ul>	<b>5:00 p.m. Fri., February 3, 2012</b>
<ul style="list-style-type: none"> <li>• <b>SPECIALIST, Pre-K through 12, English Learner Compliance, MST 38, (Temp Adv.), B Basis, Office of Curriculum and Instruction.</b> Contact <b>Ana Estevez</b>, Coordinator, at 213.241.5582.</li> </ul>	<b>5:00 p.m. Fri., February 17, 2012</b>