

UPDATE

www.aala.us

Week of December 7, 2015

BEWARE OF THE BAIT AND SWITCH!

AALA has highlighted the importance of being aware of and, if necessary, invoking your Weingarten Rights throughout the year. It appears that some District supervisors are changing strategies as a result of this increased awareness by inviting administrators to what is being called an “investigatory meeting.” The invitee is advised that it is not disciplinary in nature. However, the reality is that these “nondisciplinary investigatory meetings” are resulting in discipline and even dismissal for AALA members.

AALA is urging you to bring representation to investigatory meetings even if you are told the meeting is not disciplinary in nature. You have the right to do so! In addition, it is wise to ask in writing if representation is needed for the investigatory interview. The District's practice to date has been to not respond to this query. AALA members, in the quest to be cooperative employees, are attending the investigatory interviews without representation. To their surprise, they are literally walking in to a "lion's den" as the District administrator and someone from Staff Relations are ready and waiting to conduct the investigatory interview! It has been a long-standing practice in the District for the playing field to be EQUAL! That is to say, if there are TWO district administrators (or investigators) on one side of the table, then there should be TWO invitees on the opposite side of the table, the AALA member and his/her representative. It is never too late to invoke your Weingarten Rights as you enter the room. Prevent the ambush by politely stating:

“I am surprised to see that you are accompanied by a representative from Staff Relations. If this could lead to my being disciplined or terminated, or affect my personal working conditions, I respectfully request that my union representative also be present. Without union representation, I choose not to participate in this discussion.” In a pinch, and to be more succinct, simply say: “I am invoking my Weingarten rights, and respectfully requesting that this meeting be rescheduled.” Refusals on the District's part should be followed by a momentary request to excuse yourself and immediately call AALA. AALA will take it from there!

Once the interview commences, remember the following:

- Avoid absolute words like “always” and “never”—Absolute words are frequently an invitation to, and fertile grounds for, cross-examination by the District. The District may attempt to damage your credibility by first getting you to make an absolute statement. Your responses may be used as counterexamples in an effort to show the falsity of your statement.
- Don't elaborate or volunteer—Volunteering information can be one of the biggest mistakes! Answer only the question being asked and do not volunteer information. The volunteering of information will almost always result in new lines of questioning. It may also disclose information to which the District otherwise never would have become privy.

IN THIS ISSUE

**BEWARE OF THE BAIT AND SWITCH!
A SUPERINTENDENT WHO LISTENS
WE GET LETTERS
FAQ – MEDICARE PART B PREMIUMS
DIRECTORS' SALARY LEVEL
2016 – ELECTION YEAR
FRIENDS OF AALA
NEW PROFESSIONAL STANDARDS
IN MEMORIAM
CALENDAR
HOLIDAY TO DO LIST
POSITIONS**

BAIT (Cont.)

- Hedge words—Be careful about using hedge words when expressing your opinion. Such words or phrases are “I guess,” “I believe,” “it’s possible,” and “I would say.” The only reason that you are answering questions is to share your first-hand experience. Hedge words and phrases can quickly undermine your answer, and are an invitation for additional questions to arise.
- Concessions—In answering questions honestly, you may have to make an occasional concession. If you make the concession graciously and move on, you will exude confidence, flexibility, and integrity. If, on the other hand, you doggedly refuse to give an inch, you may appear rigid and partisan. Quibbling over possible exceptions or equivocating in some way helps no one.
- I don’t know—If you are asked a question and you are not sure of the answer, your answer should be, “I don’t know.” There is absolutely nothing wrong with this response if you genuinely do not know the answer to the question. No amount of hesitation will bring the answer to you if you do not know it.

Stay tuned for more valuable tips in next week's *Update!*

A SUPERINTENDENT WHO LISTENS

Superintendent Cortines has brought much needed stability to the District and has improved the morale of all employees in the short time that he has been here. He has fostered a culture of collaboration and respect, and most importantly, he has shown a willingness to listen to those in the field. Below are two such examples:

1. He sent the following email to District senior staff on Monday, November 23, 2015:

I have reviewed the AALA November 23, 2015, newsletter and would like to point out “A View from the Field: Support vs. Intimidation.” This is a service and support oriented organization and not a “comply, submit, and acquiesce” as is stated in that article. I think how we say and how we make requests makes a difference. Please read this article carefully. As division heads and supervisors, we must work together on becoming more of a service and support entity for the people that we depend on to do the work.

2. After requesting and receiving feedback from principals about the number of meetings they are required to attend, the Superintendent and his Chief Deputy, **Michelle King**, have issued a moratorium on mandatory meetings for the balance of this calendar year. Central Office and Local District staff have been instructed that they cannot hold any required meetings for principals or other school-site staff, with only one exception.

We would like to publicly thank Mr. Cortines for these actions and express our appreciation for his sensitivity to the many demands being made on his administrators.

WE GET LETTERS

The following letter was sent to AALA President **Juan A. Flecha** in response to the moratorium on meetings.

During Thanksgiving break, it is apropos to give thanks to both Superintendent Cortines, for putting a halt to the avalanche of meetings, and to AALA for advocating for the halt of these meetings. It is

LETTER (Cont.)

important to understand that this is the first step in addressing some of the systemic issues that plague the District. The moratorium of meetings without meaningful discussion as to how we are going to move forward is a bad formula for change. It is very easy to default to old habits and practices. A forward thinking and innovative District needs to have a plan on how to move forward with professional development and how we engage the schools in the work.

AALA must stay steadfast in making sure that there is a purpose behind having meetings...[and that they] are based on local school needs and priorities. This means that all initiatives will be funneled through the principals' meetings so that the principal has the opportunity to see how the various initiatives are going to be initiated, fostered and guided at the local school. We can't afford a piecemeal approach to running a school or as a means to support student achievement. Again, this can only happen if AALA insists that the District bring all parties together to identify the one or two priorities or initiatives for the year. These priorities should drive and guide meetings. These priorities should be the anchors for all agendas.

Secondly, it's very important that the issue of meetings be placed squarely under the purview of instruction not operations. The meetings need to be connected to the principles of adult learning. These meetings should be guided by adult learning theory and the latest research-based professional development models. The research is very clear. Learning is not going to stick and have an impact if the learner does not have an opportunity to practice and make sense of the learning by applying it and assessing it.

If we truly want to impact student achievement, we must call for collaborative and job-embedded professional development. This approach is consistent with the District's problem-solving cycle: Plan-Deliver-Reflect-Refine or Revise. Therefore, AALA should insist that principals' meetings be held every other month (with no other off-site meetings) in order to allow time for principals to engage in the problem-solving process and forge ahead with the most effective practices that will impact student achievement.

HEALTH BENEFITS FAQ: MEDICARE PART B PREMIUM RATES FOR 2016

According to the Centers for Medicare Service, the standard Part B monthly premium for 2016 will increase to \$121.80 (or higher depending on your income). **However, most people who get Social Security benefits will continue to pay the same Part B premium amount as they paid in 2015.** This is because there wasn't a cost-of-living increase for 2016 Social Security benefits. You'll pay a different premium amount in 2016 if:

- You enroll in Part B for the first time in 2016.
- You do not receive Social Security benefits.
- You are directly billed for your Part B premiums.
- Your modified adjusted gross income as reported on your 2014 IRS tax forms was above a certain amount.

Associated Administrators of Los Angeles

FAQ (Cont.)

If you're in one of the previous groups, based on your 2014 income, your payment amount will be:

2014 Modified Adjusted Income			
Individual	Married, filed jointly	Married, filed separately	Monthly Premium
\$85,000 or less	\$170,000 or less	\$85,000 or less	\$121.80
\$85,000 — \$107,000	\$170,000 — \$214,000	Not applicable	\$170.50
\$107,000 — \$160,000	\$214,000 — \$320,000	Not applicable	\$243.60
\$160,000 — \$214,000	\$320,000 — \$428,000	\$85,000 — \$129,000	\$316.70
above \$214,000	\$428,000	above \$129,000	\$389.80

More information about Medicare services and costs is available at: [Medicare 2015 and 2016 costs at a glance](#) (click to follow link or go to www.medicare.gov/your-medicare-costs/).

DIRECTORS' SALARY LEVEL – CONCLUSION OF RECENT NEGOTIATIONS

The District unilaterally downgraded the position of instructional director from a 48G to a 46G in March of 2015. AALA immediately voiced its opposition to the downgrade as matters related to salary are negotiable and no negotiations took place. After much cajoling and brow-beating, the District acquiesced to enter negotiations. The negotiations have concluded and AALA has signed a side-letter whereby the District has agreed to allocate four (4) days of Z-time to directors for the 2015 school year. (Click [HERE](#) to review the side-letter entitled “Z-Time Provisions for Directors 2015-2016.”) The four (4) Z-days at level 46G amounts to about \$100 more than the 48G for which AALA forcefully negotiated. As a matter of fact, AALA queried the District if they were willing for most directors to earn a hundred dollars more at 46G plus the four (4) Z-days, then why not restore them to a 48G?

The District had two responses. First, the General Superintendent is adamant that non-school-based administrators should not earn more than school-site administrators. While this point-of-view has to be respected, it is merely symbolic! The master salary schedule is tightly compressed as you approach Step 49G so that step differences are within a thousand dollars of each other. Second, the District vociferously stated that in the new Local District structure, the administrator of instruction directly supervises directors. Therefore, the director positions had to be downgraded so that their supervisor earned more. This explanation seems contradictory, as we now have a non-school A-Basis employee making more than principals. In addition, because AALA was surprised to learn administrators of instruction now supervise directors, we conducted an informal survey. Most directors stated their direct supervisor is the Local District Superintendent and were surprised to learn the contrary! On a similar note, directors were equally surprised to learn that their title had changed from instructional director to director!

SALARY (Cont.)

The paradox thickened when AALA surfaced an email from August 20, 2013, in which the District approved the reallocation of all instructional director positions from a 45G to a 48G effective July 2013. The email states in part: “[The District conducted] an in-depth job audit to determine the appropriate salary level commensurate with their responsibilities. The study involved incumbent questionnaires, focus group interviews of incumbent representatives for each Local District, and telephone interviews with all Local District Superintendents. The results were factor-analyzed using the compensation analysis plan for certificated administrators. Based on the factor analysis and internal alignment, the position...was recommended for reallocation to a 48G.” AALA asked the District if a similar study was done to justify the downgrading of the position to a 46G. The answer was a deafening and resounding NO. Instead, a hastily, brief, and generic memorandum with a few global expectations announced this significant and adverse change.

AALA recognizes the assignment of directors continues to be challenging as the ratio of schools that they supervise has dramatically increased from one year to the next. Moreover, returning directors have an equally daunting task as most, if not all, of the schools under their supervision are new to them. AALA is committed to continuing the pursuit of directors’ compensation with the incoming General Superintendent and in future negotiations with the District.

2016 – MAJOR ELECTION YEAR HAS IMPLICATIONS FOR PUBLIC INSTITUTIONS

Because two major elections will be held in 2016, the primary in June and the general in November, myriad initiatives are being prepared in hopes of making it onto the ballots. At this point there are more than 100 proposals in the works. Three have already qualified for the ballot; 58 have received authorization for signature gathering; and 40 are waiting to be cleared by the Attorney General’s office. One of the three that has already qualified is a K-12 school facilities bond, the *California Public Education Facilities Bond Initiative*. It will be on the November 8 ballot and would allocate \$9 billion in bonds for facilities: \$3 billion for new school construction; \$3 billion for modernization of existing public K-12 facilities; \$1 billion for charter schools and career technical education programs; and \$2 billion for community college facilities.

Another initiative that aims to extend by 12 years the temporary personal income tax increase that was enacted in 2012 on residents with annual incomes over \$250,000 was cleared for circulation last week. The *Tax Extension to Fund Education* would also extend the 2012 quarter-cent sales tax increase. If approved, the tax would raise between \$5 billion and \$11 billion annually from 2019 through 2030 for K-12 schools and California community colleges.

Throughout the state, cities and counties will be placing measures on the ballot to improve public services such as mass transit, libraries, and technology infrastructure. We venture to surmise that many school districts will initiate their own proposals to try to fund music, arts, summer programs, and smaller class sizes. What is on the horizon for LAUSD? Are there any plans for the District to get an initiative on the ballot? This is a key election year in which millions of people who do not usually vote will make their way to the polls. Let’s take advantage of the momentum and seek to improve the lives of the students and staff members of LAUSD.

FRIENDS OF AALA 2016 FUNDRAISING CAMPAIGN LAUNCHED

The Friends of AALA Board of Directors has launched its 2016 campaign to raise funds for scholarships for LAUSD students. By now, all active and alumni members of AALA should have received information about the campaign. Letters to active members were emailed in November, and at the same time, letters to alumni members were mailed via U.S. Mail. Donations have begun to arrive, and this generous support is very much appreciated. However, we still have a ways to go to be able to help the many outstanding LAUSD students who need our help. In this time of giving, we hope you will consider making Friends of AALA one of your charitable contributions for the year. Remember, all donations are tax deductible to the fullest extent allowed by law and 100% of the donated monies go directly to support scholarships and related activities for LAUSD students.

Should you have any questions regarding making a donation to Friends of AALA, please call the AALA office at 213.484.2226.

NEW PROFESSIONAL STANDARDS

The 2015 Professional Standards for Educational Leaders were released last month by the Council of Chief State School Officers (CCSSO). They were adopted unanimously by The National Policy Board for Educational Administration which is composed of many educational organizations including the National Association of Elementary School Principals (NAESP), the National Association of Secondary School Principals (NASSP), the National Council of Professors of Educational Administration (NCPEA), and the National School Boards Association (NSBA). These organizations all provided input into the revision of the standards that has taken more than a year. The 2015 Standards are the result of an extensive process that included empirical research and sought the input of more than 1,000 school and district leaders through surveys and focus groups.

According to the CCSSO, which holds the copyright, what's new about these standards is that they "...recognize the central importance of human relationships not only in leadership work but in teaching and student learning. They stress the importance of academic rigor as well as the support and care required for students to excel. The standards reflect a positive approach to leadership that is optimistic, emphasizes development and strengths, and focuses on human potential." Education Week identifies the 10 standards as a description of "...what effective school leaders should be able to know and do to lead high-achieving staff, schools, and students in the 21st century." These standards are primarily for administrators at the school-site level, although district-level administrators should find them useful as they engage in work with school leaders.

The ten standards address the following areas: Mission, Vision, and Core Values; Ethics and Professional Norms; Equity and Cultural Responsiveness; Curriculum, Instruction, and Assessment; Community of Care and Support for Students; Professional Capacity of School Personnel; Professional Community for Teachers and Staff; Meaningful Engagement of Families and Community; Operations and Management; and School Improvement

To learn more about the new professional standards, please click [HERE](#) or visit the website at www.ccsso.org.

Associated Administrators of Los Angeles

IN MEMORIAM

RALPH BUTLER—Former AP,SSS at Curtis and Mann middle schools and Birmingham, Bravo Medical Magnet, Cleveland Charter, Hamilton, and Gardena high schools. Ralph retired from the District on July 2, 1996, and passed away on December 1, 2015. The funeral will be held on Saturday, December 5, 2015, at 11:00 a.m., at Paradise Baptist Church, 5100 S. Broadway, Los Angeles.

CALENDAR

EVENT	DATE	CONTACT
DECEMBER IS UNIVERSAL HUMAN RIGHTS MONTH		
www.udhr.org		
AAPA Educational Conference in Las Vegas	December 4 – 6, 2015	May Arakaki , may_arakaki@yahoo.com
Special Education Career Ladder—STEP UP Fall Forum at CSU Dominguez Hills	December 5, 2015 7:30 a.m. – 12:30 p.m.	Patty Camacho , 213.241.4862 or pxc4090@lausd.net
Band and Drill Team Championship at East Los Angeles College	December 5, 2015 9:30 a.m. – 9:00 p.m.	Anthony White , 213.241.7900 or www.btb.lausd.net
COBA Winter Holiday Brunch at Cheesecake Factory in Redondo Beach	December 5, 2015 11:00 a.m. – 2:30 p.m.	Josephine Ruffin , josephineruffin@sbcglobal.net
CalSTRS Pre-Retirement Workshop at Ramona ES, Auditorium	December 10, 2015 4:00 p.m. – 5:30 p.m.	Register at: CALSTRS WORKSHOPS
Chicano Youth Leadership Conference at Camp Hess Kramer	December 11 - 13, 2015	Myrna Brutti , 310.847.1500
First Semester Ends	December 18, 2015	
Winter Recess	December 21, 2015 – January 8, 2016	
JANUARY IS NATIONAL BLOOD DONOR AND SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH		
NEW YEAR'S DAY	January 1, 2016	
Second Semester Begins	January 11, 2016	
AAALA Executive Board Meeting	January 11, 2016 4:30 p.m.	Gema Pivaral , 213.484.2226
ASPO Meeting at East Los Angeles Skills Center	January 15, 2016 8:00 a.m.	Dr. Clif de Cordoba , 213.626.7151 or cdecordo@lausd.net
CalSTRS Pre-Retirement Workshop at Hazeltine ES, Auditorium	January 14, 2016 4:00 p.m. – 5:30 p.m.	Preregister at: CALSTRS WORKSHOPS
Martin Luther King, Jr. Birthday Observed	January 18, 2016	

Here is your "Holiday to do List" from your friends at AALA:

1. Buy be presents.
2. Wrap gifts someone in a hug.
3. Send gifts peace.
4. Shop for donate food.
5. Make cookies merry!
6. See be the lights.

Warmest wishes for peace, love, and laughter in the New Year ahead as you enjoy the season with family and friends!

Warmly,

Jane
Evria
Judy
Jeri
Hema Davis
Joseph
Michelle
Charlotte
Lorraine
David
Michelle
Mike
Allian
Lona

The Associated Administrators of Los Angeles Team.

POSITIONS AVAILABLE

Note to Applicants: Please be advised that you are responsible for making sure all the District requirements have been met. Do not contact AALA for information regarding positions; for detailed requirements for positions and employment updates use the contact phone number provided in the announcement or visit the District website at <http://www.lausdjobs.org> (classified) or <http://achieve.lausd.net/Page/1125> (certificated). Employees who change basis during the school year may not earn a full year of service credit and annualized employees who change their basis during the year may sustain an annualized settlement.



CERTIFICATED, SCHOOL-BASED

ASSISTANT PRINCIPAL, SECONDARY

Cleveland Charter High School, Local District Northwest, MST 41G, B Basis. For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Dr. Matthew Horvath**, Director, at 818.654.3600 or matthew.horvath@lausd.net. Application deadline is 5:00 p.m., Friday, December 18, 2015.

ASSISTANT PRINCIPAL, SECONDARY

Los Angeles High School, Local District West, MST 40G, B Basis. For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Dr. Felipe Velez**, Director, at 310.914.2100 or felipe.velez@lausd.net. Application deadline is 5:00 p.m., Thursday, December 10, 2015.

CERTIFICATED, NON-SCHOOL-BASED

COORDINATOR, STRATEGIC SUPPORT

School Improvement Grant, Division of Instruction, MST 43G, Temporary Adviser, E Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Jesus Angulo**, Director, at sig@lausd.net. Application deadline is 5:00 p.m., Thursday, December 17, 2015.

COORDINATOR, GIFTED AND TALENTED EDUCATION PROGRAMS

Advanced Learning Options, Division of Instruction, MST 41G, Temporary Adviser, E Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Marie Danila** at marie.danila@lausd.net. Application deadline is 5:00 p.m., Friday, December 11, 2015.

COORDINATOR, SPECIAL EDUCATION COMPLIANCE

Planning, Data, and Performance Management, Division of Special Education, MST 40G, Temporary Adviser, A Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Veronica Smith**, Director, at 213.241.5438 or veronica.smith@lausd.net. Application deadline is 5:00 p.m., Wednesday, December 16, 2015.

Associated Administrators of Los Angeles

SPECIALIST, CAREER LADDER

Certificated Recruitment, Selection, and Credential Services, Human Resources Division, MST 37G, Temporary Adviser, A Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Lydia Acosta Stephens**, Director, at 213.241.5300. Application deadline is 5:00 p.m., Monday, December 7, 2015.

CLASSIFIED

CHIEF RISK OFFICER

Risk Management and Insurance Services Division, \$151,317 - \$187,464, 12-month position. For more information and application procedures, please click [HERE](#). Position is open until filled.

SUPERVISING CIVIL ENGINEER

Architectural & Engineering Services, Facilities Services Division, \$93,500 - \$116,000, 12-month position. For more information and application procedures, please click [HERE](#). Application deadline is Monday, December 14, 2015.

PREVIOUSLY ANNOUNCED POSITIONS

CERTIFICATED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>PRINCIPAL, SECONDARY</i> MST 48G, E Basis	Hamilton HS, Local District West	Jaime Morales , Director, 310.914.2100	5:00 p.m. Friday December 4, 2015
<i>COORDINATOR</i> MST 43G, E Basis	Operations Support Services, Local District East	Dr. Alfonzo Webb , Administrator of Operations, 323.224.3177	5:00 p.m. Friday December 4, 2015
<i>ASSISTANT PRINCIPAL, SECONDARY</i> MST 41G, B Basis	Reseda HS, Local District Northwest	Dr. Matthew Horvath , Director, 818.654.3600 or matthew.horvath@lausd.net	5:00 p.m. Friday December 4, 2015
CLASSIFIED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>SENIOR PROGRAMMER ANALYST, ORACLE</i> \$79,900 - \$99,400, 10-, 11- or 12-month position	Information Technology Division	Please click HERE	<u>EXTENDED</u> Until Filled
<i>PROGRAMMER ANALYST, ORACLE</i> \$69,300 - \$96,400, 10-, 11- or 12-month position	Information Technology Division	Please click HERE	<u>EXTENDED</u> Until Filled