

UPDATE

www.aala.us

Week of January 11, 2016

OUT WITH THE OLD— IN WITH THE NEW!

The new year brings with it resolutions to improve our health and well-being! AALA's resolution is to continue highlighting how the District can improve working conditions for our members.

A trip down the road of *Update's* past, shows how AALA has continuously urged the District to streamline the workloads and demands of its certificated and classified middle managers:

Date: Week of November 27, 2006

Title: Keep It Simple

Issue: Free middle managers from the mundane tasks of compliance, so they can focus on the sublime effort to personalize education. Keeping unnecessary paperwork, professional development, or other distracters away from middle managers will do wonders for this need.

Solution: Schools and middle managers in offices are like the narrow end of a funnel with both Central Office and the Local Districts "feeding" the funnel. The more that is "poured" into it by well-meaning senior leaders, the less time is available at the school site for personalization. Turn the funnel upside down and reduce the directives so middle managers have more quality time to personalize the support they are required to provide.

Date: Week of March 4, 2013

Title: No Rest for the Weary—The Impossible Workload Continues

Issue: Administrators are overwhelmed because the District has imposed on schools too many goals, strategies, initiatives, elements and foci as exemplified by way too many letters (EGDC, CCSS, TLF, LPPD, DFP, PM, A-G, iSTAR, DR, ESC, TETF CTE, SLF, PSC, LSSEI, LIS, ESBMM, etc). The school year began with the announcement of the Superintendent's new strategic plan, but schools received fewer resources, less support and decimated budgets, coupled with a District reorganization mandating new reporting structures and increased demands on administrators' time. California is 49th in the nation with a ratio of 1 administrator for every 447 students. LAUSD's ratio is approximately 1 to 540.

Solution: Use LCFF funds for adequate staffing at school sites, particularly assistant principals. First and foremost, improve administrative norms Districtwide.

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Associated Administrators of Los Angeles

OUT WITH THE OLD (Cont.)

Date: Week of August 17, 2015
Title: We Are All In This Together!
Issue: Middle managers are overworked addressing mundane operational tasks rather than leading their schools and units.
Solution: The District needs to provide additional administrative, clerical, and maintenance support to every office and school.

Date: Week of August 24, 2015
Title: The More Things Change... The More They Stay the Same
Issue: Administrative norms for elementary schools and small secondary schools
Solution: The District should pursue creative, cost-neutral avenues to provide most, if not every, elementary school with an assistant principal. Many small secondary schools have a charter located on their campuses. The District should norm the schools using the number of students attending the District school and the charter school. This will spell immediate administrative relief for colocated schools.

Date: Week of September 7, 2015
Title: AALA's Home Away From Home
Issue: Ever growing volume of email communication that administrators continue receiving, even while on scheduled breaks and holidays.
Solution: Enhanced streamlining to dramatically decrease duplicative emails. Is it necessary for the Local District Superintendent and staff to resend emails from the General Superintendent?

Date: Week of October 19, 2015
Title: Administrator Relief Is In Order Now!
Issue: Middle managers tied to their computers doing endless reports and certifications and attending meetings that are less than useful.
Solution: The District assesses what is truly required and what is not. AALA members are ready to share what is and what is not.

Date: Week of November 9, 2015
Title: And the Beat Goes On!
Issue: The inordinate number of meetings and "required" trainings on Saturdays.
Solution: Central and Local Districts coordinating meetings with greater sensitivity to the needs of middle managers. Limit, if not eliminate, Saturday trainings. AALA members with religious obligations should not have to explain to a supervisor their inability to attend due to their beliefs. Administrators need a clear vision and mission of the District's priorities and what matters most to improve literacy and numeracy.

Date: Week of November 23, 2015
Title: A View from the Field: Support vs. Intimidation
Issue: The District has become inflexible and uses terms like comply, submit, and acquiesce instead of support.
Solution: The District's primary role is to support middle managers with a reasonable and doable workload. The end result will be improved teaching and learning benefiting students.

As we enter into the second semester of the school year, you can rest assured that we will be responsive to your concerns and promptly bring them to the attention of District leadership, with continued follow-up. While the first semester of 2015-16 was better than those of the recent past, there is much work that can be done to improve the working conditions for all AALA members.

HEALTH BENEFITS FAQ: WHICH TIPS FOR TACKLING HOLIDAY WEIGHT GAIN WILL WORK FOR YOU?

Weight gain is common during the holiday season between Thanksgiving and New Year's Day—too much feasting to resist. We know about reducing caloric intake and exercising, but the problem lies in the doing. AALA has mined hundreds of suggestions for losing weight. Maybe one or two ideas will work for you.

To Reduce Calories

- Skip the **high carb white foods**. Not only high in calories, they contain empty calories and are highly glycemic, meaning they break down quickly in your stomach and spike blood sugar levels. White foods to avoid include white potatoes, white rice, white sugar (sodas, fruit juices, jams, etc.) and all food products made with white flour (white bread, white flour tortillas, cookies, white bagels, pasta, pretzels, etc.).
- Do include moderate portions of **healthy white foods**, such as non- or low-fat cottage cheese, yogurts, unsweetened soy or almond milk, and beans (white beans, chickpeas, and pinto beans).
- Substitute your whole grain breakfast foods with two poached or boiled eggs. Did you know that a large egg has only 75 calories? Two eggs can satisfy your hunger until lunch and they've been proven to not raise one's cholesterol.
- Keep fruit handy at work for between meal snacks. Bountiful winter fruits include citrus fruits (easy-to-peel mandarin or Clementine oranges, grapefruit, and blood oranges), apples, pears, kiwi, and pomegranates.
- Eat foods that fill you up with fewer calories. These include vegetables, broth-based soups, whole grain breads, whole grain pasta, and beans, with no added fat.
- Use a smaller plate. Typical dinner plates are larger than 10 inches in diameter. Research shows that using a 10-inch plate instead of a 12-inch one can cut calories by up to 22% without feeling the need for seconds. However, anything smaller than 9.5 inches had people going for seconds.

To Increase Exercising

- Resume your normal exercise routine at the gym or join a gym. Remember to check out your health plan's gym discounts or look for promotional offers through websites such as [Groupon](#) and [LivingSocial](#). Find a workout you enjoy.
- Set realistic, short-term goals for yourself, such as increasing the distance you walk from 10 minutes to 15 minutes or gradually increasing your pace so that your intensity level increases from low (50% of your maximum heart rate) to high (60% of your maximum heart rate). Reward yourself when you achieve your goals.
- Walk more. Activate a fitness tracker on your mobile device, unbox the Fitbit or smartwatch, and see how many steps you take a day. Set small, achievable goals to increase the number of steps you take, eventually aiming for 10,000 steps a day. Even simple activities help, like walking around while on the phone, parking farther away at the mall, or taking an extra lap or two around the mall when shopping.
- Do aerobic exercises at home watching free [YouTube](#) videos. Search your favorite exercise type, from yoga and cardio burns to dance and circuit workouts. Home workouts require no travel time, no special workout clothing, and provide the privacy of your own home.

Resources: Click on: [How many calories do you need?](#) or [How much exercise should I get?](#)

NEW YEAR, NEW GUIDELINES

In an effort to assist members with issues that contain potential pitfalls, we are highlighting three recently issued District publications.

- I. The Division of Instruction issued REF-2111.1, *Field Trips Handbook and Revised Procedures*, dated December 14, 2015, which included significant revisions to District policies and procedures, including updates to forms and resources. Please take time to review and update your school procedures to align with the new protocols and requirements.
 - A. Types of Field Trips
 1. Curricular field trips: Trips conducted in connection with courses of instruction or school-related social, educational, cultural, athletic, and school band activities to and from locations in the state.
 2. Extracurricular field trips: Participating pupils represent the District, however the excursion is not part of the curriculum. The activities are not graded, offer no credit, and do not take place during classroom time. Types of extracurricular field trips include:
 - a. Beyond the Bell
 - b. Social – content of trip is social in nature
 - c. Recreational – content is purely recreational
 3. Interscholastic field trips: CIF-sanctioned events that are arranged through the Interscholastic Athletics Department.
 - B. These trips may be further characterized as *routine, nonroutine or nonsponsored*. With the exception of nonsponsored field trips, it is the responsibility of the principal to ensure that sufficient adult supervision is available, including assistants or other support/accommodations for students with disabilities.
 1. Routine Field Trips
 - a. Trips to preapproved District sites for part of or an entire school day. Trip is not overnight (except Beyond the Bell Outdoor Education Center field trips to Clear Creek and Point Fermin).
 - b. Trip is not out-of-state or out-of-country.
 - c. The school-site principal has the authority to approve all routine field trips.
 - d. Principal must notify/confer with school nurse a minimum of 4 weeks prior to the planned field trip.
 - e. School-site principal is responsible for maintaining records and the safety and access of students and certifying the educational value of each field trip.
 2. Nonroutine Field Trips
 - a. Trip is not on the preapproved site list, and is deemed appropriate by the school-site principal and the Local District Superintendent.
 - b. Principal should review Section 35330 of the California Education Code whenever any trip out-of-state is considered prior to seeking approval from the Office of the Superintendent.
 - c. Trip includes part of the school day, an entire school day, overnight, out-of-state, or is further than 75 miles away.
 - d. Requests must be submitted at least 45 school days before trip is scheduled (9-10 weeks).
 - e. Approval of overnight, out-of-state, nonroutine trips requires the prior approval of the Local District Superintendent.
 - f. Out-of-country and out-of-state requires the approval of the Office of the Superintendent.

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NEW YEAR (Cont.)

- g. Local Districts, and not individual schools, will work directly with Risk Management and other District offices to review nonroutine trips.
 - h. If the destination is an athletic trip or conference, please refer to the Interscholastic Athletic Department criteria for athletic trips and tournaments found in the Field Trip Handbook.
 - i. Waiver form for all adults, including parents, participating in out-of-state field trips is now required.
 - j. Student body funds cannot be used for overnight, out-of-state, or out-of-country field trips.
3. Nonsponsored Field Trip
- a. The school does not promote any nonsponsored trips through the school network of communications. This includes hosting meetings or activities related to it.
 - b. Any District employee who undertakes participation in a nonsponsored field trip is informed verbally and in writing by the school principal that he/she does so strictly in his/her personal capacity and not as a District employee. The employee will be asked to sign acknowledgement of written notification of this (see Attachment A in Reference Guide-2111.1). The principal should review the District Code of Conduct with students (<http://achieve.lausd.net/Page/3649>).
 - c. Parents of students planning to participate in such extracurricular trips or school club trips are informed in writing that the District assumes no liability in connection with the trip (Attachments B, C, D, and E in Reference Guide-2111.1).
 - d. If school principal is aware that a nonsponsored field trip has been planned, the principal must inform the Local District Superintendent.
 - e. Under no circumstances shall the principal approve the use of illness or personal necessity time while a District employee is on a nonsponsored field trip.
 - f. Student body funds cannot be used for overnight, out-of-state, out-of-country, or non-sponsored field trips.

C. Above are only highlights of the revisions in each area. Please take the time to reference the entire document when planning a field trip. The entire revised reference guide and handbook and updated field trip forms/resources are available online at [FIELD TRIPS HANDBOOK-2015](#).

- II. Procurement Services Division issued MEM-6618.0, *After-the-Fact Contracts and Single/Sole Source Contracts* ([AFTER THE FACT CONTRACTS](#)), on November 16, 2015, in which specific guidelines are provided for the prevention of after-the-fact (AFT) contracts. AFT contracts occur when services are begun prior to the establishment and/or issuance of a valid contract or purchase order. The Memorandum reads, "Under no circumstances should a vendor/contractor start or deliver services prior to the issuance of a valid contract or purchase order fully executed by authorized District personnel and/or the Board of Education." As this has been an area that has caused some difficulty for administrators, we advise you to read the Memorandum carefully and adhere to the guidelines.
- III. The 2015 Principal's Handbook ([2015 Principals Handbook](#)) is now available from the Office of Educational Services, School Operations. It includes a plethora of updated and useful information that can be a quick reference for administrators on District policies related to enrollment, personnel, operations, budgeting, facilities, public relations, emergency incidents, student discipline and safety. An example of some of the useful information in the Handbook that bears repeating is the following: Prior to letting an outside group use any part of the school site, approval must be obtained via a written agreement processed by the District's Leasing & Space Utilization (LASU) or the Civic Center Permit Office within the Facilities Services Division. This includes use by parent and community groups and any other outside third party.

ATTENDANCE MATTERS

ALA thanks Dr. Debra Duardo, Executive Director, Student Health and Human Services, for providing this article.

Recently, **Superintendent Cortines** requested that an independent panel be commissioned to review and assess the financial challenges and potential responses for the District. The Independent Financial Review Panel was charged with ensuring that the education of children be the top priority of the District as reflected in its budget.

The *Report of the Independent Financial Review Panel, November 10, 2015*, was presented to Superintendent Cortines. The report cautions the District that the trend of declining enrollment must be reversed or it faces significant budget deficits. It also points out that LAUSD can generate funds by constructing programs that increase student enrollment and improve attendance rates. The student attendance rate of LAUSD for 2014-15 is 93.99% and 1.23% lower than that of the state average. If LAUSD increased its current attendance rate to that of the statewide average, \$45M could be generated. Additionally, the rate for dropouts in LAUSD is 17% where the state average is 11%. These two factors greatly impact the amount of revenue generated from the state. Equally important to the fiscal impact of low attendance rates is the impact it has on the educational success of students. Many studies validate what is already known: educational success is inextricably linked with school attendance.¹ Research consistently finds that high absenteeism is associated with higher dropout rates. Research also suggests that as many as 7.5 million students in the United States miss a month of school each year, raising the likelihood that they will fail academically and eventually drop out of high school.² The Report of the Independent Financial Review Panel recommends that LAUSD implement an aggressive attendance improvement and dropout prevention program that includes improved attendance monitoring, targeted interventions, training, and professional development for schools; in addition to an information campaign focused on providing families with relevant attendance information. To maintain District solvency and educational success of students, all entities of LAUSD, Local Districts, schools, and District divisions must focus on keeping students in school and improving attendance.

School administrators play a critical role in creating welcoming environments that motivate students to attend and engage families to keep them connected. However, school administrators cannot do this work alone. Creating a safe, welcoming, and engaging learning environment requires a commitment from every school staff member to understand the importance of attendance, model and teach good attendance habits, as well as establish meaningful relationships with students and families. District offices must make customer service a priority so that schools are supported in doing their part in improving attendance, and parents feel prioritized.

The District's attendance goals focus on increasing the percentage of students who are attending 172-180 days each year (at a rate of 96% or higher, which is proficient or advanced) and decreasing the percentage of students missing 16 days or more each school year (at a rate of 91% or lower, which is below basic or far below basic). The Districtwide 4-year attendance trend illustrates a steady increase in proficient and advanced students and a simultaneous decrease in students who fall in the below basic and far below basic bands. School attendance data can be found online at: <http://achieve.lausd.net/mydata>.

¹ Alliance for Excellent Education, Fact Sheet, High School Dropouts in America, Updated September 2010

² USA Today Study: 7.5 Million Students Miss a Month of School each year, May 2012, <http://usatoday.com/education/story/2012-05-17/study-chronic-school-absenteeism/55030638/1>.

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ATTENDANCE (Cont.)

LESS THAN 87% (Far Below Basic)	87-91% (Below Basic)	92-95% (Basic)
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School administrators can find useful strategies and supports at <http://achieve.lausd.net/pupilservices>. The website includes important information about attendance; under the Tools for Schools tab, administrators can find essential strategies for elementary and secondary schools, notification letters, and links to other useful tips. Additionally, the various departments within the LAUSD Division of Student Health and Human Services, including District Nursing, Medical Services, School Mental Health, and Pupil Services, integrate services and advocacy to promote daily attendance and support school-based efforts. In collaboration with schools, Student Health and Human Services staff work to address barriers to learning, provide schoolwide, group, and individualized interventions to promote learning, health, and social-emotional well-being. School staff is encouraged to take advantage of the tools that have been developed to support students to attend school every day.

Historically, the months of December, January, and February yield low attendance rates for the District. It will take all of us, working together, to reverse this trend and to ensure that student attendance is a priority. School administrators are commended for doing their part in this effort.

ACADEMIC DECATHLON NEEDS VOLUNTEERS

The Los Angeles Unified School District's 2016 Academic Decathlon competition will be held at Roybal Learning Center, 1200 Colton Street, Los Angeles 90026, on January 30 and February 6, 2016. We are still seeking volunteers to assist with this outstanding academic competition. Your help is needed on one, two, or all of the following dates: Saturday, January 30, 7:30 a.m. – 2:30 p.m., for speech, interview, and essay competitions at Roybal; Wednesday, February 3, 2016, from 7:30 a.m. – 3:00 p.m., at the Beaudry Building, to read essays; and on Saturday, February 6, 7:30 a.m. – 2:30 p.m., for test proctoring and from 4:00 p.m. – 6:00 p.m. for the Super Quiz at Roybal LC.

A volunteer application and additional information are available at www.acadecala.net. For questions, please contact **Cliff Ker** at 213.241.3503 or cliff.ker@lausd.net.

OPPORTUNITY FOR HIGH SCHOOL JUNIORS

The Los Angeles Fund for Public Education (LA Fund) is launching the third year of The Intern Project (TIP) through which it will place students who have completed their junior year of high school in paid internships during the summer of 2016. The LA Fund manages the intern selection process, matches interns with businesses, provides coaching and support to interns, and has aligned its programming to LAUSD's Linked Learning Initiative. This opportunity is available for students from public school districts and charter schools throughout Los Angeles County. The application period for the program is currently open and will close on February 20. To access the application, please click here: <https://lafund.submittable.com/submit/50732>. For more information, contact **Rhea Triñanes**, Program Manager, at rhea@lafund.org or 310.912.3435.

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CENSUS JOBS

The U.S. Census Bureau is now hiring for temporary short-term positions in support of the 2020 Census. Thousands of people will be hired for late afternoon, evening, and weekend hours that will begin in April 2016. Applicants must be at least 18 years of age, have a valid Social Security Number, and pass a written test of basic skills in English or Spanish. For more information and the application form, please click here: [Census Jobs](#).

IN MEMORIAM

CYNTHIA AUGUSTINE—Former principal at Columbus Middle School, assistant principal at Foshay Learning Center, and AP,SCS at Birmingham High School, Maclay and Markham middle schools and AP,SSS at Jordan High School. Cynthia retired on July 1, 2008, and passed away on December 8, 2015. Services will be held at 10:00 a.m. on January 9, 2016, at St. Brendan Catholic Church, 310 S. Van Ness Avenue, Los Angeles.

TERESA FRANKLIN—Former AP,EIS currently on illness leave from 75th Street Elementary School and previously at McKinley, Miramonte, Manchester, 96th Street, Grape Street and Griffith-Joyner elementary schools, Bakewell Primary Center, and Baca Arts Academy. Teresa passed away on Monday, December 21, 2015, and services were held on December 28, 2015, at Citizens of Zion Missionary Baptist Church. Condolences may be sent to the Franklin family at 23760 Stonecliff, Harbor City, CA 90710.

DAVID LEGACKI—Former principal of Webster Middle School and assistant principal and AP,SSS of Dodson Middle School passed away on December 5, 2015. A celebration of life will be held on Saturday, January 16, 2016, from 12:00 – 3:00 P.M., at the Ports O’Call Restaurant, 1200 Nagoya Way, San Pedro, CA 90731. Please join us and bring your favorite memories of Dave to share. See more at: <http://www.legacy.com/obituaries/latimes/obituary.aspx?pid=176850953#sthash.onqsCHPe.dpuf>

STEVEN M. SHAPIRO—Former assistant principal and AP,SSS at Birmingham High School. Steve retired from the District on July 1, 2003, and passed away on December 29, 2015. Services were held on January 3, 2016, at Forest Lawn. The family asks that donations in his memory be made to the Best Friends Animal Sanctuary at <http://bestfriends.org/donate> or to The Angeles Clinic Foundation at www.theangelesclinicfoundation.org.

VICTOR SIGNORELLI—Former director of Special Education and Support Services and acting principal of McBride Special Education Center. Vic retired from the District on June 30, 1992, and passed away on December 15, 2015. Donations may be made to the Fulfillment Fund (a nonprofit that supports disadvantaged youth), 6100 Wilshire Blvd., Suite 600, Los Angeles 90048 or a charity of your choice.

DR. CHARLES WEBB—Former coordinator in Staff Relations and principal of Vine Street and Victory Boulevard elementary schools. Chuck retired from the District on February 27, 2000, and passed away on December 24, 2015. Donations in his memory may be made to any animal cause of choice. Condolences may be sent to his daughter, **Julie Garner**, 1905 Faymont Avenue, Manhattan Beach 90266.

Associated Administrators of Los Angeles

CALENDAR

EVENT	DATE	CONTACT
JANUARY IS NATIONAL BLOOD DONOR AND SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH		
Deadline to Apply for Technology Grant	January 8, 2016	http://achieve.lausd.net/edtechgrant
Second Semester Begins	January 11, 2016	
AAALA Executive Board Meeting	January 11, 2016 4:30 p.m.	Gema Pivaral , 213.484.2226
AAALA Community Awards Nomination Form Available	January 11, 2016	www.aala.us
CalSTRS Pre-Retirement Workshop at Hazeltine ES, Auditorium	January 14, 2016 4:00 p.m. – 5:30 p.m.	Preregister at: CALSTRS WORKSHOPS
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
Martin Luther King, Jr. Birthday Observed	January 18, 2016	
OEECA Meeting at Beethoven EEC	January 21, 2016 9:00 a.m. – 11:30 a.m.	Obioma Uche , oiu9972@lausd.net
ACSA Representative Council Meeting at Maggiano's	January 21, 2016 5:30 p.m.	Barbara Friedrich , bfriedri@lausd.net
Supervisory Coffee Klatch at Beaudry, Level A Cafeteria	January 25, 2016 7:00 a.m. – 8:00 a.m.	Dr. Victor Gonzalez , victor.gonzalez@lausd.net
COBA Meeting at Crenshaw High School	January 27, 2016 5:30 p.m.	Josephine Ruffin , josephineruffin@sbcglobal.net
APSCO Meeting at Northridge Middle School	January 28, 2016 8:00 a.m. – 11:00 a.m.	Karen Fattal , 818.415.1300 or kfattal@lausd.net
Academic Decathlon at Roybal LC	January 30, 2016 8:00 a.m.	Cliff Ker , 213.241.3503
AAPA Professional Development at Gratts Learning Academy	January 30, 2016 8:00 a.m. – 12:0 p.m.	Elaine Kinoshita , 213.241.8700 or elaine.kinoshita@lausd.net

Associated Administrators of Los Angeles



California State University, Los Angeles
Educational Administration Program (MA/Tier 1 ASC)

Call for more info at 323-343-4330

Announcing our newest Educational Administration Program in the Charter College of Education at **California State University, Los Angeles**... Upon successful completion of the program, a candidate receives a *Master of Arts Degree in Educational Administration and the California Preliminary Administrative Services Credential*. What a great deal! Get **BOTH** the **MA degree** and the **Credential** all at once! We would love to have your recommendation of prospective administrators with great potential! For more information, please visit our program website at www.calstatela.edu/academic/edad.

Attend any of the three information meetings for Fall 2016 Semester:

- ❖ 1/13/2016 (Wed), 4:30 p.m. in King Hall D2076A at CSULA
- ❖ 1/20/2016 (Wed), 4:30 p.m. in Phil Saldivar Room, LAUSD-East (2151 N. Soto St., LA 90032)
- ❖ 1/27/2016 (Wed), 4:30 p.m. in Board Rm., Pasadena USD (351 S. Hudson Av., Pasadena 91109)

Here are some comments from our recent graduates:

- ❖ *This program was the most insightful, yet the most realistically planned for educators who want to go above and beyond in an attempt to reach educational goals like this master's degree.*
- ❖ *Thank you for an overall excellent experience! I looked at three other programs before deciding on this program, and I have no regrets about selecting it. The experience has been truly valuable.*
- ❖ *I plan to continue networking and building strong professional relationships with many of my colleagues from the cohort. The support I received and continue to receive is invaluable.*

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

Millikan Affiliated Charter School Performing Arts Magnet & Science Academy, Local District Northeast, MST 40G, B Basis. For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Dr. Timothy Lino**, Director, at 818.252.5400. Application deadline is 5:00 p.m., Friday, January 15, 2016.

Harry Bridges Span School, Local District South, MST 40G, B Basis. For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Gina Ellis**, Director, at 310.354.3400. Application deadline is 5:00 p.m., Thursday, January 21, 2016.

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ASSISTANT PRINCIPAL, ELEMENTARY

Amestoy Elementary School, Local District South, MST 38G, B Basis. For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Lee Lee Chou**, Director, at 310.354.3400. Application deadline is 5:00 p.m., Friday, January 8, 2016.

CERTIFICATED, NON-SCHOOL-BASED

COORDINATOR, TITLE I

Local District West, Federal and State Education Programs, MST 41G, Temporary Adviser, E Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Karen Ryback**, Executive Director, at 213.241.6990. Application deadline is 5:00 p.m., Friday, January 8, 2016.

COORDINATOR, MATHEMATICS PROGRAM

Local District Northwest, MST 41G, Temporary Adviser, E Basis. For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Dina Sim**, Administrator of Instruction, at dina.sim@lausd.net. Application deadline is 5:00 p.m., Monday, January 11, 2016.

CLASSIFIED

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 Friday, January 8, 2016.

CIVIL ENGINEER

Architectural & Engineering Services, Facilities Services Division, **\$83,900 - \$104,200, 12-month position.** For more information and application procedures, please click [HERE](#). Application deadline is Friday, January 8, 2016.

SENIOR BUILDING PROJECT ESTIMATOR

Cost Estimating Unit, Facilities Services Division, **\$79,500 - \$99,200, 12-month position.** For more information and application procedures, please click [HERE](#). Application deadline is Tuesday, January 19, 2016.

PREVIOUSLY ANNOUNCED POSITIONS

CERTIFICATED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>ASSISTANT PRINCIPAL, SECONDARY</i> MST 41G, B Basis	Fremont HS, Local District South	Linda Kay , Director, 310.354.3400	5:00 p.m. Friday January 8, 2016
<i>RESEARCH & RESOLUTION SPECIALIST</i> MST 38G, A Basis, 2 positions	Due Process Dept., Division of Special Education	Diana Massaria , Administrative Coordinator, 213.241.6701	5:00 p.m. Monday January 11, 2016

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CLASSIFIED POSITION	LOCATION	CONTACT	DEADLINE
<i>HUMAN RESOURCES ADMINISTRATOR II</i> \$103,600 - \$128,300, 12-month position	Facilities Services Division	Please click HERE	Monday January 11, 2016