

# UPDATE

[www.aala.us](http://www.aala.us)

Week of December 12, 2016

## AALA'S HOLIDAY WISH LIST

During this season of giving, it is not uncommon for both children and adults to make lists of, or at least verbalize, the things they hope to receive. And, while we acknowledge that it is better to give than to receive, we, as middle managers, know that we have spent the bulk of our year giving our minds, talents, and time to our schools, teachers, students, colleagues, and staff members. Therefore, at this special time of the year, we thought we would let District leadership know what we have on our holiday wish list. Granting these wishes, which are really not unreasonable, and are easy to fulfill, will truly make the season merry and bright and the new year full of joy!

- Thanks to the forward thinking of our Superintendent, our first wish has already been granted. The following email was sent to executive staff and Local District Superintendents:

*This email is to inform you that Superintendent King has asked that there be a moratorium on emails that are sent to school sites during the three week winter break (Dec. 19, 2016 – Jan. 6, 2017). We want to ensure that all school site staff have the opportunity to rest and enjoy their well-deserved time off.*

Our other wishes are for Board Members, Local District, and Central Office staff to:

- Continue the three-week winter break in 2017-18.
- Assure us, in writing, that account 3027 will carry over into 2017-18. This would be a wonderful present to receive by December 16, 2016.
- Fund the health benefits for Units F and G centrally, not from the local schools.
- Renew the Reed Investment Program for at least two years. Please click [HERE](#) to see the letter sent by AALA President **Juan A. Flecha** to Board Members requesting the extension.
- Share data between offices, so school administrators do not receive multiple requests for the same information.
- Decrease the number of emails sent by central and local district staff.
- Work collaboratively with and be supportive of those you supervise; avoid the “gotcha” mode of operation.
- Reduce the number of meetings that school-site administrators must attend.
- Notify central and Local District administrators if the 30% proposed budget cuts will affect their current position and/or salary.

### IN THIS ISSUE

[AALA'S HOLIDAY WISH LIST](#)

[THE DECEMBER DILEMMA](#)

[REPRESENTATIVE ASSEMBLY](#)

[HIGHLIGHTS](#)

[FAQ – HOLIDAY DIET AND FOOD SAFETY](#)

[TIPS](#)

[ITD UPDATES](#)

[CONGRATULATIONS](#)

[EDST SURVEY](#)

[TEMPORARY RESOURCE SITES](#)

[AALA SCHOLARSHIP AND COMMUNITY](#)

[AWARD APPLICATIONS](#)

[TAX DEDUCTIBLE DONATION](#)

[IN MEMORIAM](#)

[CALENDAR](#)

[LMU ED.D. PROGRAM](#)

[POSITIONS](#)

# Associated Administrators of Los Angeles

## THE DECEMBER DILEMMA

AALA thanks **Dr. Joseph Green**, UCP Coordinator, Educational Equity Compliance Office, for sharing these guidelines.

With the December holidays almost here, school administrators face the annual challenge of acknowledging the season without teaching religion or making children of varying faiths feel like outsiders. The Anti-Defamation League (ADL) has prepared some answers to frequently asked questions concerning teaching about religious holidays while not celebrating them (click [HERE](#)) to help schools avoid legal issues and provide a welcoming environment for all.

## REPRESENTATIVE ASSEMBLY HIGHLIGHTS

Following is a summary of the December 1, 2016, AALA Representative Assembly meeting, the second of four meetings of the 2016-2017 school year. Complete agendas and minutes are posted on the AALA website.

### Friends of AALA

**Jane Pollock** reminded representatives that all donations to Friends of AALA, a 501(c)(3) nonprofit corporation, are tax deductible. This year's goal is to raise enough funds to award 35 scholarships in honor of AALA's 35<sup>th</sup> anniversary. Fundraising letters will be mailed to alumni and emails sent to active members. Donations may be made by credit card or PayPal on AALA's website. Credit card donations can also be made by calling **Gloria** in the AALA office, 213.484.2226. Checks should be made payable to *Friends of AALA* and mailed to AALA, 1910 W. Sunset Blvd., Suite 850, Los Angeles, CA 90026. Scholarship applications will be emailed to school administrators and college counselors at LAUSD options, adult, and high schools. The deadline for AALA to receive student applications is February 24, 2017. Awards will be celebrated on May 17, 2017, at the Millennium Biltmore Hotel.

### New Business

**Dr. Debbie Dillard** and **Nery Paiz** will cochair the AALA Administrator of the Year Program. Nomination forms will be available on the AALA website and are due February 24, 2017.

### President's Report

- Unit J Vice President **John Gilbert**, Director **Ken Devine**, and Job Steward **Larry Turgeon**, who are retiring this month, were recognized. Together they have given the District almost 100 years of service! They have been immensely supportive of their AALA colleagues.
- **AALA Active Membership Numbers:** Non-school, 813; school-based, 1,731; classified, 312; total, 2,856.
- **LAUSD 30% "Exercise":** It is still not clear whether the exercise will result in actual cuts.
- **2017-18 Calendar:** UTLA and AALA recommended a week off for Thanksgiving and three weeks off for winter break. The District wants a two-week winter break, stating that extension of the school year so late in June would interfere with student internships and create childcare hardships for parents.

## REP. ASSEMBLY (Cont.)

- **Health Benefits:** AALA has stated to the Superintendent that the District should cover benefit costs for Units F and G because requiring schools to do so would result in cuts to student services at their respective sites due to the unanticipated loss in budget.
- **Account 3027:** AALA requested the District to commit in writing that these funds will carry over.
- **Unit J Negotiations:** Negotiations began in October 2015 and are continuing.
- **2017 Board of Education Elections:** The primary election for Board seats 2, 4, and 6 is in March; the run-off is in May. Incumbents include **Mónica García** (2) and **Steve Zimmer** (4). **Mónica Ratliff** (6) is running for City Council, so her seat is open.
- **PAC Steering Committee:** Board candidates will be interviewed in January 2017. The committee will make recommendations for those to receive our endorsement and to whom to donate funds; the PAC Council will make decisions on February 2, 2016, at the next Representative Assembly meeting.
- **Email Moratorium during Winter Break:** The Superintendent will send a letter to senior staff reminding them of the moratorium.
- **Friends of AALA Fundraiser** scheduled for December 7, 2016, is postponed until February 2017.

## Department Reports

AALA departments shared recommendations and asked specific questions. Responses are attached to the meeting minutes.

The third Representative Assembly Meeting for 2016-2017 will be held on February 2, 2017.

## **HEALTH BENEFITS FAQ— HOLIDAY DIET AND FOOD SAFETY TIPS**

### **What are some tips for controlling my weight during the winter holiday season?**

- **Drink water or have a healthy snack before you eat.** Studies have shown that drinking water one half hour before eating helps reduce caloric intake.
- **Scope out the spread.** Before loading your plate, scope out the buffet and select only the food you really love.
- **Use a smaller plate.** A smaller plate helps to control your portions. Start with lots of water-rich vegetables and fruits—you will get calories packed with lots of vitamins, minerals, and fiber to fill you up.
- **Avoid diet-busting foods.** These culprits include fatty meats, fried foods, full-fat dairy foods (mac and cheese, pizza, cream sauces, etc.), white bread or rolls, white rice, and pasta made with white flour.
- **Reach for the lower fat proteins.** These include shrimp, skinless poultry, fish, pork tenderloin, and lean lamb.
- **Stay away from empty calories.** Chips, creamy dips, cookies, soda, coffee drinks, juices, and plain and mixed alcoholic drinks contain a lot of calories and have little to no nutritional value.
- **Wear snug clothes.** Tight-fitting clothes will prevent you from overeating.

## FAQ (Cont.)

What are some safety tips for preparing foods?

- **Wash your hands for 20 seconds.** Scrub your hands with soap and warm water for 20 seconds before and after handling any food. It takes about 20 seconds to hum “Happy Birthday” twice.
- **Rinse fruits and vegetables.** Use a brush under cool running water to remove any surface dirt.
- **When handling raw meats, poultry, fish, or eggs,** wash dishes and utensils that come in contact with these foods.
- **Do not rinse raw meat and poultry before cooking.** Bacteria from raw poultry can contaminate anything that it touches; washing may splash bacteria onto your cooking worktop, sink, utensils and other foods. Consult your cookbook or [Foodsafety.gov](http://Foodsafety.gov) for minimum internal temperature to thoroughly cook and kill bacteria.
- **Do not use the same plate for raw and cooked meat/fish** without washing in between.
- **Refrigerate any perishable food or leftovers within 2 hours.** Set refrigerator temperature to 40°F and your freezer at or below 0°F. DO NOT eat meat, poultry, or fish that has been refrigerated uncooked for longer than 1 to 2 days.
- **Check the packaging.** Look for outdated foods, packaged food with a broken seal, foods that have an unusual odor or taste, or cans that are bulging or have a dent.

What are some tips about serving food buffet style?

- **Keep hot foods hot and cold foods cold.** Use chafing dishes, slow cookers, and warming trays to keep hot foods at 140°F or warmer, and place cooked foods into shallow serving containers. Keep cold foods at 40°F or colder by placing over ice.
- **Observe the Two-Hour Rule.** Only keep foods at room temperature for two hours. Replace empty platters rather than adding fresh food to a dish that already had food in it.

### **Additional Resources:**

[The Naughty List of Holiday Foods](#), WebMD

[Holiday Healthy Eating Guide](#), American Heart Association

[Healthy Eating for the Holidays](#), UCLA

## **IMPORTANT UPDATES FROM THE INFORMATION TECHNOLOGY DIVISION**

*ALA thanks Maritess Plewnarz, Special Assistant to the Chief Information Officer, for providing this information.*

**Guest Wireless Access** – Have you ever had a meeting at school where your visitors needed guest access to connect to your school’s internet wirelessly? Now you have the capability to provide guest wireless access for your visitors. You can temporarily provide single visitors or groups with access to LAUSD’s wireless network during campus visits. For step-by-step instructions on setting up wireless guest access, please visit <http://achieve.lausd.net/GuestWirelessAccess>.

**VPN Access** – All school administrators can now review and submit time approval from anywhere you have internet access by using LAUSD’s Virtual Private Network (VPN). VPN allows users to securely

# Associated Administrators of Los Angeles

## *ITD (Cont.)*

sign on to SAP from any location. For instructions on using VPN, please visit <http://achieve.lausd.net/vpn>.

**Outgoing calls in 213 and 323 Area Codes** – Starting January 1, 2017, 10-digit dialing will be required for all calls, which means dialing 1 plus the area code, instead of just the number, e.g. 1-555-555-5555, even for a local call. If you try to complete a local phone call with just the 7-digit phone number, your call will not connect.

**Holiday Safety** – During winter break, it is critical that staff take precautionary measures to secure school campuses.

- ✧ Make certain that intrusion alarm and surveillance systems (where installed) are operational prior to the break. Report any problems to the IT Helpdesk (<http://helpdesk.lausd.net>).
- ✧ Secure mobile computing devices in their designated areas.
- ✧ Do not accept deliveries of technology the week prior to the winter break unless there is time for them to be installed and secured. If delivered technology cannot be installed and secured, schedule the delivery for after the winter break.



**Jaspal Dhillon** and **Ivan Reyes**, seniors at Van Nuys High School, have each won \$10,000 in prizes for themselves and a Chevrolet Tahoe truck for the school in the semifinal round of the National Automotive Technology Competition. In addition, they will receive an all-expense paid trip to the final competition in New York, where they have an opportunity to win \$40,000 in scholarships, \$25,000 in prizes, and a new car.

In the semifinals, they competed against students from 23 schools in Southern California and were tested on their knowledge, skills, and ability to diagnose and repair vehicles. This is the fourth year that Van Nuys High School has sent a team to the national finals in this competition. Congratulations to them, their teacher, **Joseph Agruso**, and principal, **Yolanda Gardea**. Great job!

## **REMINDER: 2016-2017 EDST STAKEHOLDER FEEDBACK SURVEY**

There is still time for teachers of grades 3-12 to administer the online 2016-2017 Stakeholder Feedback Survey. The survey is designed to provide student feedback to teachers on key aspects of the

# Associated Administrators of Los Angeles

## SURVEY (Cont.)

classroom environment that are highly correlated with student learning outcomes. While the survey is intended to be part of the Educator Development and Support: Teachers (EDST) process, all roster-carrying teachers at school sites (grades three and above) can administer the survey to their students.

**The 2016 EDST Stakeholder Feedback Survey will close on December 16, 2016.** To ensure teachers receive timely reports, there will be no extensions. Students and employees can access the survey site using the following link: <https://survey.lausd.net>. For employees interested in accessing survey resources and monitoring survey progress while not at a District facility, please use the following link: <https://myapps.lausd.net/surveyadmin>. For any questions, please contact your Local District's [Teaching and Learning Coordinator](#) or **Jolene Chavira**, Professional Learning and Leadership Development, at 213.241.3444.

## TEMPORARY RESOURCE SITES FOR LAUSD STUDENTS AND FAMILIES

Responding to ongoing concerns from students and families about last month's presidential election, LAUSD today opened six temporary extended support sites (listed below), which offer emotional support, enrollment and attendance information, and referrals to outside resources. Located in each Local District office, the sites will operate 8:00 a.m. to 4:30 p.m. weekdays. Families can also get information by calling 866.742.2273.

- Local District Central – West Adams Preparatory High School, 1500 W. Washington Blvd., Los Angeles
- Local District East – Jardín de Niños, 3921 E. Selig Place, Los Angeles
- Local District West – 11380 W. Graham Place, Los Angeles
- Local District South – 1208 Magnolia Ave., Gardena
- Local District Northwest – 6621 Balboa Blvd., Lake Balboa
- Local District Northeast – 8401 Arleta Ave., Sun Valley

In addition to the extended support sites, the District will continue to operate the School Enrollment, Placement, and Assessment (SEPA) Center at 1339 Angelina St., which provides a range of resources to support academic, social, and emotional success. Assistance is also available at the Hollywood FamilySource Center at 1075 N. Western Ave.

## AALA SCHOLARSHIP AND COMMUNITY AWARD APPLICATIONS



During the week of January 9, 2017, the application for AALA scholarships will be emailed to school administrators and college counselors at options, adult, and high schools. It will also be posted on the AALA website. Administrators are urged to provide copies of the application to all interested graduating students. There is no limit to the number of applicants from a school. All applications with supporting documents are due in the AALA office on **Friday**,

# Associated Administrators of Los Angeles

## APPLICATIONS (Cont.)

**February 24, 2017.** Scholarship recipients will be selected and notified in March. Awards will be presented at the banquet on Wednesday, May 17, 2017, at the Millennium Biltmore Hotel.

The Community Volunteer Award nomination form will also be available online the week of January 9, 2017. Administrators are encouraged to nominate outstanding volunteers at their sites. The nomination deadline is **Friday, February 24, 2017.** Do not miss this opportunity to recognize your outstanding community supporters. Those selected as honorees will be introduced and presented commemorative plaques at the banquet. **REMINDER:** A nominee cannot be an employee of LAUSD.



Should you have any questions regarding the scholarship and/or community awards programs, please contact **Gema Pivaral** at 213.484.2226 or [gpivaral@aala.us](mailto:gpivaral@aala.us).

## **DON'T FORGET YOUR YEAR-END TAX DEDUCTIBLE DONATION – GIVE \$35 FOR 35!**



Help AALA reach its goal of awarding 35 scholarships in 2016-2017! Donate at least \$35 to *Friends of AALA* and receive a tax deduction for your end-of-year charitable contribution. To donate by credit card, call **Gloria** in the AALA office, at 213.484.2226; to donate online, go to [www.aala.us](http://www.aala.us) and click the **Donate** button on the right side of the homepage; or by mail, send a check payable to Friends of AALA to AALA, 1910 W. Sunset Blvd., Suite 850, Los Angeles, CA 90026.

## **IN MEMORIAM**

**MARILYN “JOYCE WROTEN” COOPER**—A celebration of life for Joyce will be held on Saturday, December 10, 2016, from 11:30 a.m. – 3:00 p.m., at Lawndale Community Center, 14700 Burin Avenue, Lawndale, CA.

**DOREEN EVANS**—Former principal at Annalee Avenue, Hillcrest Drive, and Montara Avenue elementary schools and at Marina and Kentwood EECs; assistant principal at Hughes, Independence, Marvin Avenue, and Shenandoah elementary schools. Ms. Evans retired from the District on July 1, 2016, and passed away on November 22, 2016. Services were private.

**JOHN SANDERS**—Former principal at Cleveland, Marshall, and Hamilton high schools. Mr. Sanders retired from the District on January 28, 1983, and passed away on December 3, 2016. A celebration of life will be held on Saturday, January 7, 2017, at 1:00 p.m., at First United Methodist Church of Reseda, 18120 Saticoy Street, Reseda.

# Associated Administrators of Los Angeles

## IN MEMORIAM (Cont.)

**DOLORES M. SOLL**—Former region administrator of operations; principal of Plummer, Annandale, and Telfair Avenue elementary schools; and assistant principal of Fifty-Second Street and San Fernando elementary schools. Ms. Soll retired from the District on March 18, 1994, and passed away on November 27, 2016. The family is hosting a remembrance celebration at the Monday Club, 1815 Monterey St., San Luis Obispo, CA 93401, on Saturday, December 17, 2016, at 12:00 noon. Donations in her memory may be made to the Dolores Soll Scholarship Fund of the SLO Branch of the American Association of University Women (AAUW), the FOL/AAUW In-School Reading Program, or the American Civil Liberties Union. To read the obituary, please click [HERE](#).

**UPDATE WILL NOT BE PUBLISHED FOR THE NEXT THREE WEEKS.  
THE NEXT ISSUE WILL BE DATED JANUARY 9, 2017.  
HAVE A WONDERFUL WINTER BREAK!**

## CALENDAR

EVENT	DATE	CONTACT
<b>Winter Recess</b>	December 19, 2016 – January 6, 2017	
<b>Winter Solstice</b> – Shortest day of the year in the northern hemisphere	December 21, 2016	
<b>AAALA Office Closed</b>	December 19, 2016 – January 2, 2017	
<b>JANUARY IS NATIONAL BLOOD DONOR AND SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH</b>		
<b>New Year's Day</b>	January 1, 2017	
<b>New Year's Day Observed (Rose Parade and Game)</b>	January 2, 2017	
<b>Second Semester Begins</b>	January 9, 2017	
<b>AAALA Executive Board Meeting</b>	January 9, 2017 4:30 p.m.	213.484.2226
<b>CalSTRS Pre-Retirement Workshop</b> at Hazeltine ES Auditorium	January 12, 2017 4:00 p.m. – 5:30 p.m.	<b>Maria Voigt</b> , 213.241.6365
<b>Dr. Martin Luther King, Jr. Birthday Observed</b>	January 16, 2017	
<b>OEECA Meeting</b> at Beethoven EEC	January 19, 2017 9:00 a.m. – 12:30 p.m.	<b>Obioma Uche</b> , 323.234.1428
<b>ACSA Region 16 Representative Council Meeting</b> at TBD	January 19, 2017 5:30 p.m. – 7:30 p.m.	<b>Dr. Jack Bagwell</b> , 818.252.5432

## Associated Administrators of Los Angeles

EVENT	DATE	CONTACT
<b>DACE Administrators' Meeting</b> at East L.A. Skills Center	January 20, 2017 8:00 a.m. 12:00 p.m.	<b>Dr. Clif de Córdoba,</b> <a href="mailto:cdecordo@lausd.net">cdecordo@lausd.net</a>
<b>AAPA Professional Development, <i>Preparing for your Best Interview</i>,</b> at Los Angeles ES	January 21, 2017 7:30 a.m. – 12:00 p.m.	<b>Elaine Kinoshita,</b> <a href="mailto:elaine.kinoshita@lausd.net">elaine.kinoshita@lausd.net</a>
<b>Retirement Brunch for Christine Rescigno</b> at Orange Grove Bistro, CSUN	January 22, 2017 11:00 a.m. – 3:00 p.m.	<a href="mailto:crzzzz1@gmail.com">crzzzz1@gmail.com</a> or 661.313.3613
<b>COBA Meeting</b> at Crenshaw HS – Library	January 25, 2017 5:30 p.m.	<b>Josephine Ruffin,</b> 323.296.2040 or <a href="mailto:josephineruffin@sbcglobal.net">josephineruffin@sbcglobal.net</a>
<b>SHSOPO Meeting</b> at Belmont HS	January 26, 2017 8:00 a.m. – 12:30 p.m.	<b>Jason Camp,</b> 818.881.7737
<b>APSCO Meeting</b> at TBD	January 26, 2017 8:00 a.m. – 11:30 a.m.	<b>Karen Fattal,</b> 818.415.1300 or <a href="mailto:kfattal@lausd.net">kfattal@lausd.net</a>
<b>Academic Decathlon</b> at Roybal LC	January 28, 2017 8:00 a.m.	<b>Cliff Ker,</b> Coordinator, 213.241.3503

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Apply online by January 25, 2017. Questions? Contact the LMU Doctoral Center at 310.338.7449 or [doctoral@lmu.edu](mailto:doctoral@lmu.edu).



## 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**

#### ***SMALL SCHOOL PRINCIPAL, SECONDARY***

**Environmental and Social Policy Magnet High School, Local District East, MST 42G, E Basis.** For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Arturo Valdez**, Director, at 323.224.3100. Application deadline is 5:00 p.m., Monday, December 19, 2016.

#### ***PRINCIPAL, ELEMENTARY***

**Sunrise Elementary School, Partnership for Los Angeles Schools, MST 41G, A Basis.** For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Claire Brown**, Director of Talent Management, at [Claire.Brown@partnershipla.org](mailto:Claire.Brown@partnershipla.org). Application deadline is Thursday, December 22, 2016.

#### ***ASSISTANT PRINCIPAL, SECONDARY***

**Thomas Jefferson High School, Local District Central, MST 40G, B Basis.** For more information and application procedures, please click on [School-Based Vacancies](#) or contact **Erick Mata**, Director, at 213.241.0126. Application deadline is 5:00 p.m., Monday, December 19, 2016.

### **CERTIFICATED, NON-SCHOOL-BASED**

#### ***DIRECTOR, SECONDARY***

**Local District East, MST 46G, Temporary Adviser, E Basis.** For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Dr. David Baca**, Administrator of Instruction, at 323.224.3108 or [david.baca@lausd.net](mailto:david.baca@lausd.net). Application deadline is 5:00 p.m., Friday, December 16, 2016.

#### ***COORDINATOR, COUNSELING***

**Local District East, MST 42G, Temporary Adviser, A Basis.** For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Dr. David Baca**, Administrator of Instruction, at 323.224.3108 or [david.baca@lausd.net](mailto:david.baca@lausd.net). Application deadline is 5:00 p.m., Friday, December 16, 2016.

# Associated Administrators of Los Angeles

## CERTIFICATED, NON-SCHOOL-BASED (Cont.)

### **PERSONNEL FIELD SPECIALIST**

**Certificated Assignments and Support Services Section, Human Resources Division, MST 38G, Temporary Adviser, A Basis.** For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Leanne Hannah**, Interim Director, at 213.241.6158. Application deadline is 5:00 p.m., Thursday, December 22, 2016.

### **SPECIALIST, TALENT ACQUISITION**

**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., Tuesday, December 20, 2016.

### **SPECIALIST, TEACHER QUALITY AND STAFFING**

**Human Resources Division, MST 37G, Temporary Adviser, A Basis.** For more information and application procedures, please click on [Non-School-Based Vacancies](#) or contact **Sergio Franco**, Deputy Chief Human Resources Officer, at 213.241.6158. Application deadline is 5:00 p.m., Wednesday, December 21, 2016.

## CLASSIFIED

### **DIRECTOR OF SCHOOL INFORMATION MANAGEMENT**

**Office of Data and Accountability, \$114,900 - \$142,300, 12-month position.** For more information and application procedures, please click [HERE](#). Application deadline is Friday, December 23, 2016.

### **SENIOR HUMAN RESOURCES REPRESENTATIVE**

**Human Resources Division, \$74,400 - \$92,665, 10-, 11-, or 12-month position.** For more information and application procedures, please click [HERE](#). Application deadline is Monday, December 19, 2016.

### **HUMAN RESOURCES REPRESENTATIVE**

**Human Resources Division, \$72,400 - \$92,000, 10-, 11-, or 12-month position.** For more information and application procedures, please click [HERE](#). Application deadline is Monday, December 19, 2016.

## PREVIOUSLY ANNOUNCED POSITIONS

<b>CERTIFICATED POSITIONS</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>DEADLINE</b>
<i>PRINCIPAL, ENRICHED STUDIES</i> MST 46G, E Basis	LACES, Local District West	<b>Carmina Nacorda</b> , Instructional Director, 310.914.2105 or <a href="mailto:cnn1617@lausd.net">cnn1617@lausd.net</a>	<u>EXTENDED</u> 5:00 p.m. Friday December 9, 2016

## Associated Administrators of Los Angeles

CERTIFICATED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>SPECIALIST, DUAL LANGUAGE PROGRAMS</i> MST 38G, E Basis	Division of Instruction	<b>Anne Kim</b> , Coordinator, 213.241.5882	<u>EXTENDED</u> 5:00 p.m. Friday December 9, 2016
<i>SPECIALIST, K-12 ARTS</i> MST 38G, E Basis	Arts Education Branch, Division of Instruction	<b>Dr. Steven J. McCarthy</b> , Coordinator, 213.241.5226	4:00 p.m. Friday December 9, 2016
<i>SPECIALIST, PARENT AND COMMUNITY LIAISON</i> MST 38G, E Basis	Division of Special Education	<b>Dr. Aaron Jeffery</b> , Director, 213.241.6701 or <a href="mailto:aaron.jeffery@lausd.net">aaron.jeffery@lausd.net</a>	5:00 p.m. Friday December 9, 2016
<i>SPECIALIST, RESEARCH AND RESOLUTION</i> MST 38G, A Basis	Due Process Department, Division of Special Education	<b>Diana Massaria</b> , Administrative Coordinator, 213.241.6701 or <a href="mailto:diana.massaria@lausd.net">diana.massaria@lausd.net</a>	5:00 p.m. Friday December 9, 2016
<i>ASSISTANT PRINCIPAL, SECONDARY</i> MST 40G, B Basis	ELA Renaissance Academy at Torres HS, Local District East	<b>Arturo Valdez</b> , Director, 323.224.3100	5:00 p.m. Monday December 12, 2016
<i>PRINCIPAL, SPECIAL EDUCATION</i> MST 42G, E Basis	Salvin Special Education Center, Local District Central	<b>Dr. Chiae Byun-Kitayama</b> , Director, 213.241.0126 or <a href="mailto:cbyun1@lausd.net">cbyun1@lausd.net</a>	5:00 p.m. Wednesday December 14, 2016
<i>COORDINATOR, PUPIL SERVICES AND ATTENDANCE</i> MST 39G, E Basis	Division of Student Health and Human Services	<b>Alicia Garoupa</b> , Interim Director, 213.241.3844	<u>EXTENDED</u> 5:00 p.m. Thursday December 22, 2016
<i>SPECIALIST - SPECIAL EDUCATION EMPHASIS</i> MST 38G, A Basis	District Intern Program, Human Resources Division	<b>Erika Dodge</b> , 213.241.5466 or <a href="mailto:emd8614@lausd.net">emd8614@lausd.net</a>	<u>EXTENDED</u> 5:00 p.m. Tuesday February 28, 2017
CLASSIFIED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>CLASSIFIED ASSIGNMENTS COORDINATOR</i> \$93,400 - \$116,100, 12-month position	Classified Employment Services Branch	Click <a href="#">HERE</a>	Tuesday December 13, 2016
<i>NETWORK CONFIGURATION ADMINISTRATOR</i> \$84,000 - \$105,600, 12-month position	Information Technology Division	Click <a href="#">HERE</a>	When Filled

# Associated Administrators of Los Angeles

CLASSIFIED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>SUPERVISING INVESTIGATOR</i> \$93,700 - \$116,300, 12-month position	Office of the Inspector General	Click <a href="#">HERE</a>	When Filled
<i>DATABASE ADMINISTRATOR</i> \$101,100 - \$125,200, 12-month position	Information Technology Division	Click <a href="#">HERE</a>	When Filled
<i>CENTRAL BUSINESS ADVISOR</i> \$114,919 - \$142,350, 12-month position	Charter Schools Division	Click <a href="#">HERE</a>	When Filled
<i>CHIEF HUMAN RESOURCES OFFICER</i> \$172,884 - \$215,388, 12-month position	Human Resources Division	<b>Deborah Jansen,</b> 213.241.5449, <a href="mailto:deborah.jansen@lausd.net">deborah.jansen@lausd.net</a> , or click <a href="#">HERE</a>	When Filled

*The Associated Administrators of Los Angeles is joyfully celebrating 35 years of service on your behalf!*

*In this spirit, seize the day with your family, friends, and loved ones!*

*Let us hope for the very best life has to offer as we celebrate the New Year!*

*Jane Sylvia Debra Michelle  
 Judy Michel Charlotte Dan  
 Jeri Lorraine Mike  
 Hema Davis David Cathy Allison Gloria*