Dear Principals,

I want to thank all principals and administrators whose schools were affected by the Delta Airlines airplane fuel discharge last week. Thank you for sharing timely information to your students, staff and school communities, and working with our teams and all relevant agencies. We will continue to closely monitor this situation, update our families, staff and school communities and work to ensure the safety of our schools. Families who would like more information or feel they may have been affected by the jet fuel release, are encouraged to call Delta Airlines at 1-800-441-5955. For health-related questions, call Los Angeles County Department of Public Health at 2-1-1.

We are working to increase transparency in all that we do and provide more information to educators and families at Los Angeles Unified. The Whole Child platform is being expanded beyond the classroom and student support views to include a Principal Workbench that provides principals with essential school, community, staff, and budget information at their fingertips. In February, this actionable information will be made available at https://wholechild.lausd.net. Go to https://achieve.lausd.net/wholechild for more information and resources, including brief introductory videos, user manuals, quick start guides, online training hosted by MyPLN, and FAQ access questions.

Sincerely,

Austin Beutner
<table>
<thead>
<tr>
<th>Due Date</th>
<th>Action</th>
<th>Information Link</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 17, 2020</td>
<td>Entering Enrollment Capacity in Principals Portal for Dual Language Education/ Unified Enrollment</td>
<td>PD flyer</td>
<td>Diana Sanchez, DLE Specialist, 213-241-3493</td>
</tr>
<tr>
<td>January 24, 2020</td>
<td>Online ELPAC Readiness Test</td>
<td>Student Testing Branch has provided details to all testing coordinators</td>
<td>Student Testing Branch, 213-241-4104</td>
</tr>
<tr>
<td>January 31, 2020</td>
<td>Math Curriculum Options</td>
<td><a href="https://forms.gle/j4HxsxTjC4uStoHRA">https://forms.gle/j4HxsxTjC4uStoHRA</a></td>
<td>Carlen Powell, Administrator of Elementary Instruction, 213-241-5333</td>
</tr>
<tr>
<td>February 3, 2020</td>
<td>ELD/LTEL Course Placement</td>
<td>MEM-6866.2 (middle school), MEM-6909.2 (high school) or REF-5994.2 (secondary ELs with disabilities)</td>
<td>Local District EL Programs Coordinator</td>
</tr>
<tr>
<td>February 24, 2020</td>
<td>Rotary Club Scholarship Application</td>
<td><a href="https://www.rotaryla5.org/scholarships">https://www.rotaryla5.org/scholarships</a></td>
<td>Gina Doyle and Josh Mandell, Rotary Club Co-Chairs, 323-829-6662</td>
</tr>
</tbody>
</table>

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**Business and Finance**

**BUDGET SERVICES**

**What’s New**

2020-21 School Budget Planning

Budget development for 2020-21 will start earlier than previous years to give school principals more time to plan and meet with stakeholders to ensure that budgets are aligned with instructional priorities and student equity needs. Click above link for more information.
What’s New

- Preliminary 2019 CAST Results
  - Electronic results for students who completed the California Science Test (CAST) have been scored and are now available in the Online Reporting System (ORS). Note that these are preliminary scores until the state releases the scores to the public.
  - Use your TOMS user account to log on to the ORS.
  - Users can also access ORS in TOMS by selecting the [Links] button in the top navigation bar and then the [Online Reporting System (ORS)] link on the Links screen.
  - Once the ORS has opened, select either the [Retrieve Student Results] button to download a file containing student results or the [Score Reports] button to view score reports.
  - To view results for the students who tested in the local educational agency (LEA) in 2018–19, choose the [Score Reports] button in the ORS.
  - On the next screen, the default selection, Scores for my current students, displays scores for students currently enrolled in the school. Select the second radio button, Scores for students who were mine when they tested during the selected administration, to see results for students from the 2018–19 administration.

Fall 2019 School Experience Survey Results

What’s New

- Student and staff School Experience Survey results will be available the week of February 3rd for each participating school via the School Experience Survey Dashboard https://achieve.lausd.net/Page/15606.
- Because parent paper-based survey data is still being processed, survey results for parents will not be posted until mid-February.
- If there are any questions about the School Experience Survey, please contact the Office of Data and Accountability’s Research & Reporting Branch by sending an email to SchoolExperienceSurvey@lausd.net or calling (213) 241-5600.

School Design Options - Unified Enrollment

What’s New

- The CHOICES Late Application period will open on February 3, 2020. Parents can submit an online application at Apply.LAUSD.net or use the paper application included in the CHOICES brochure. Parents can apply to only on school, per program on each application. A separate application must be submitted if parents would like to apply to more than one school per program.
What’s Due

School Search Tool – CMS

- School Profile Updates should be completed between December 20, 2019, and January 31, 2020, in the Principal Portal. For assistance, please contact Michael Kessler, Coordinator, at michael.kessler@lausd.net.
- Directors can approve school updates between February 1-14, 2020.

Facilities

Office of Environmental Health and Safety

- All - OSHA 300 Required Annual Posting
  - The Cal/OSHA “Log of Injury and Illnesses” must be posted by February 1, 2020. Please refer to REF-5693.4
  - All site administrators must certify that they have reviewed, signed and posted the form. Please refer to MEM-6128.8

What’s Due

- E-CAST 2020 DEADLINE- WEDNESDAY 1/29/20, 11:59 p.m.
- The E-CAST 2020 deadline is Wednesday, 1/29/20 at 11:59 p.m. for Principals / Assistant Principals to review and respond to their schools’ SY 2020-21 enrollment forecasts and to submit staffing appeals.
- OPEN ENROLLMENT REMINDER! If your school intends to participate in Open Enrollment (OE) during SY 2020-21, you MUST declare the number of OE seats that your school intends to make available by completing the E-CAST Open Enrollment screen before the E-CAST deadline.

Grant, Scholarship and Partnership Opportunities

What’s New

- LA Wildcats Home Opener Special Offer - As a Thank You to LAUSD for being such a great partner, we are happy to extend a special buy one, get one free ticket offer for the Los Angeles Wildcats first home game of the season! Experience the family-friendly atmosphere ideal for community engagement and tailgate activities at Dignity Health Sports Park. Two tickets start at just $25 for the home opener on February 16th through this offer, so don’t miss out
- CIEE has a high school study abroad program with scholarship opportunities for students with deadline of February 14th. See flyer, intro video and scholarship FAQ.
CIEE is also hiring program leaders to run our summer programs. This is a fantastic professional development opportunity for teachers who will receive training in intercultural communication, diversity and inclusion, risk management, and more. See here for more details.

Junior Achievement of SoCal wants to help schools reach their goals of preparing students for the real world using our unique 13 lesson in-classroom curriculum & culminating budget simulation at the only financial literacy lab of its kind in Southern California—JA Finance Park. Join the 8,000 middle and high school students that will pass through our doors this year and leave with an understanding of how their choices in education, career, spending and saving will impact the goals they have for themselves. Contact JA Program Manager, Paige Snider Kennedy at psnider@jasocal.org | 323-785-3517, or by visiting our website www.jasocal.org, to sign up.

The "Dollars and Sense" Digital program with Everfi teaches, assesses and certifies students in critical financial concepts. For more information, see here. To bring the curriculum to your students, please fill out this form. You can view a previous webinar here. If you have any questions, please feel free to reach Esther Soliman at esther.soliman@lausd.net.

The 2019/20 GRAMMY Museum Education Programs schedule is now available. The GRAMMY Museum offers an interactive self-guided Museum Tour with the opportunity to enhance the experience with an Education Workshop at only $8/student (ages 5-17) & $10/adult (ages 18 & older). Cost includes both the tour & workshop. Please follow this link for more information.

SAVE THE DATE: In partnership with the California Council of Economic Education the District is hosting Family Financial Literacy Events throughout the District. Families will learn basic financial principles like budgeting, earning power, needs vs. wants, savings and the meaning of money. Families can register here.

<table>
<thead>
<tr>
<th>Local District</th>
<th>School Site</th>
<th>Dates &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>LD South</td>
<td>HAarts Academy &amp; King Drew Medical Magnet</td>
<td>Saturday, February 8, 2020</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9am-12pm</td>
</tr>
<tr>
<td>LD Northwest</td>
<td>Reseda Charter High School</td>
<td>Wednesday, February 19, 2020</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5pm-7pm</td>
</tr>
</tbody>
</table>

ALL: Submission of Migrant Education Program Contact Name (Extended Due Date: January 31, 2020)

➢ Pursuant to REF-041180.1, all schools are to provide a name to serve as the Migrant Education Program Contact person. The MEP Contact Designation Form can be found at http://bit.ly/MEP18Contact

➢ Contact: Victor Gonzalez, Ed.D., Migrant Education Program, 213-241-051.
Youth Services employees to be converted by the first week of February. The conversion will have no impact on the employees’ schedules or assignment hours, which remain unchanged unless modified by the Beyond the Bell Branch. Effected employees will be mailed notification.

- **We Are Looking for SAA Candidates! Are your Office Technicians ready for the Boot Camp??**

Organizational Excellence is offering an intensive and accelerated training program designed for aspiring School Administrative Assistants (SAAs). The program offers both live and on-line sessions with the final segment of the program consisting of participation in the SAA employment testing process for eligible candidates. Don’t delay in encouraging your staff – the SAA Boot Camp begins January 27, 2020! Click here for details: [Flyer](#)  [Registration Form](#)

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**Information Technology**

**What’s New**

- **My Integrated Student Information System (MiSiS):**
  - The next planned releases for MiSiS is scheduled for Tuesday, February 4.
  - The secondary grade entry window opens on Thursday, February 6 and closes on Friday, February 14. For more information, please visit: [http://achieve.lausd.net/misis](http://achieve.lausd.net/misis).
  - **LAUSD Service Catalog (commonly known as Remedy MyIT)** – An update is now available in the District’s online service request system, LAUSD Services Catalog ([http://lausd-myit.onbmc.com](http://lausd-myit.onbmc.com)), formerly, Remedy MyIT. This is the system used to submit requests for services, from support for broken computers to payroll issue resolution.

  You can now access the LAUSD Service Catalog from a mobile device to submit service requests by following the steps below:

  1. From an iPhone, iPad, or Android device, simply open a browser and type: https://lausd-myit.onbmc.com
  2. Sign in using your full Single Sign-On (SSO) username (john.doe@lausd.net) and password.

  LAUSD Services Catalog resources can be found at [https://achieve.lausd.net/Page/9901](https://achieve.lausd.net/Page/9901).

  If you have questions or concerns, please contact the IT Help Desk. Visit [http://helpdesk.lausd.net](http://helpdesk.lausd.net) for a list of contact options.

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**Instruction**

**What’s New**

- **Elementary Instructional Update for January**

- **Secondary Instructional Update for January**

- **ALL: Rock the Vote’s Democracy Class**
  - Help us get more LAUSD teachers to teach Rock the Vote's Democracy Class before the March 3rd primary! Democracy Class is a free, nonpartisan curriculum that educates students about the
importance and history of voting. By signing up, Educators will have access to additional lesson plans featuring:

- The history and importance of voting
- Modern-day voting rights
- The importance of local elections
- How voting can impact issues in communities
- The 2020 Census
- Plus, receive a bonus Los Angeles Neighborhood Council Elections Kit to share with students!

➢ To receive the free curriculum, please go to https://www.rockthevote.org/resources/democracy-class/LA/. Spread the word and encourage teachers to teach this curriculum by forwarding this to a teacher who you think might be interested!

● ALL: Available Now: Whole Child Integrated Data Platform
  ➢ Whole Child Integrated Data is available for school-site users to analyze classroom and student performance. To log in, go to https://wholechild.lausd.net. Most roles such as teachers receive automatic access; others submit a request via oneAccess. Online training courses are available on MyPLN.
  ➢ Contact: Dina Sim, Senior Director, Data Integration, dina.sim@lausd.net

● ALL: Spring 2020 Professional Development
  ➢ The Personalized Learning Systems department is offering additional training opportunities through webinars and face-to-face sessions this Spring 2020. Title IV funding is available for teachers at qualifying schools. Information is available at https://achieve.lausd.net/plsSpring2020.
  ➢ Contact: Clara Garcia, Specialist, Personalized Learning Systems, 213-241-3017, clara.garcia@lausd.net

● ALL: The Instructional Technology Initiative (ITI) Newsletter
  ➢ The Instructional Technology Initiative (ITI) February Newsletter is now available. Subscribe today to automatically receive our monthly newsletter.
  ➢ Contact: Dominic Caguioa, Coordinator, Instructional Technology Initiative, 213-241-5532, dbc4785@lausd.net

● ALL: ELPAC Accessibility Resources
  ➢ California Department of Education (CDE) has made available a new support tool for students called Matrix Four: Universal Tools, Designated Supports, and Accommodations for ELPAC at ELPAC.org. Ensure teachers and support staff are familiar with these available ELPAC supports.
  ➢ Contact: Local District English Learner Coordinator; Student Testing Branch, 213-241-4104, or Laura Villalobos, EL Program Specialist, laura.villalobos@lausd.net, 213-241-5582

● ALL: Technology Readiness Checker for Students (TRCS)
  ➢ CDE has made available a Technology Readiness Checker for Students (TRCS) at ELPAC.org. This resource could be used to see how prepared a student is to navigate the online ELPAC test.
  ➢ Contact: Local District English Learner Coordinator; Student Testing Branch, 213-241-4104, or Laura Villalobos, EL Program Specialist, laura.villalobos@lausd.net, 213-241-5582

● ALL: Computer-Based Summative ELPAC-Training and Practice Resources
  ➢ To support the transition to the online Summative ELPAC, the California Department of Education is providing a platform for teachers to practice administering the online Summative ELPAC at ELPAC.org. It is highly recommended that teachers and students practice using this platform before the spring administration of the online Summative ELPAC.
ALL: SCHOOLS WANTED FOR AMPLIFY - IDEL UPDATES Field Study

The Dual Language Education department is looking for schools to participate in a District-approved field study of the newest version of the Indicadores Dinámicos del Éxito en la Lectura (IDEL), an updated book set for TRC Spanish for students in grades K-6, and new vocabulary and oral language screeners. We need as many Spanish dual language and other schools as possible to participate to ensure the new measures are meaningful for Spanish instruction, provide time savings similar to DIBELS 8, include authentic Spanish texts, and are available for Districtwide use for BOY 2020. The field study is in partnership with Amplify Inc. and the University of Oregon, the creators of the assessments.

Teachers will not need to administer any of the Spanish assessments. Data collectors Paraprofessionals, substitute teachers, and/or local data collectors will be hired and managed by Amplify to administer ALL measures.

Spanish Dual Language Schools participating in the field study will be exempt from the administration of the MOY IDEL assessment. The pilot measures will meet this requirement.

If you want your teachers to participate register using the following link: Register Today!

Contact: Sandra Pappas, Amplify Senior Learning Scientist, spappas@amplify.com or Roxanna Sosa, DLE Specialist, 213-241-5582, roxanna.k.sosa@lausd.net

TK-ES: Amplify Reading

Amplify Reading, an adaptive, research-based program that provides students phonological awareness to reading comprehension practice. It’s available K-5 at no cost for all Title I sites. Click to see usage for your school: https://drive.google.com/file/d/1jA-vrbszifHzWYUf76LrnWa4gefQzP8j/view

Contact: Jakell Bell, Elementary Literacy Specialist, 213-241-5686, jnb1898@lausd.net

TK-ES: Structured Literacy Tier II Intervention for Grades 3 – 5

Teachers can participate in a cadre to diagnose and support struggling readers, and use Wilson’s Just Words for intensive Tier II literacy intervention. If you are interested in having a teacher(s) at your site participate, complete this form: https://forms.gle/XcNtJmjf6fwhKmdj9

Contact: Jakell Bell, Elementary Literacy Specialist, 213-241-5686, jnb1898@lausd.net or Carlen Powell, Administrator of Elementary Instruction, 213-241-5333, carlen.powell@lausd.net

MS-HS: Secondary Science Content Workshop February 1 and 8

CSUN and CSUDH science faculty will present various science sessions to strengthen teachers content knowledge. Teachers will choose the sessions they are interested in attending.

Contact: Ayham Dahi, Secondary Science Coordinator, 213-241-6876, ayham.dahi@lausd.net

MS-HS: A Career Jump-Start for Talented Teens

LAUSD Graduates Zuri Gonzalez Juarez & Avielle Villamater share their experiences in Cedar -Sinai’s partnership program. Cedar-Sinai offers both paid and unpaid internships to prepare teens for the professional world. CTE students leave the program prepared for college and their future.

Contact: Monique Lowe, Administrative Analyst, Linked Learning, 213-241-2721, monique.lowe@lausd.net
● HS: Rotary Club Scholarship - Deadline February 24, 2020
  ➢ The Rotary Club of Los Angeles (“LA5”) will award 25 $10,000 scholarships this June to LA area high school seniors starting 4-year colleges in Fall 2020.
  ➢ Contact: Gina Doyle and Josh Mandell, Rotary Club Co-Chairs, 323-829-6662, la5scholarships@gmail.com

● HS: Replacing Integrated Coordinated Science Courses I, II, and III, with CA NGSS Aligned Courses
  ➢ The purpose of this correspondence is to provide guidance on replacing the Integrated Coordinated Science I, II, and III (ICS I, II, and III) with California Next Generation Science Standards (CA NGSS) approved courses for the 2020 –2021 school year.
  ➢ Contact: Ayham Dahi, Secondary Science Coordinator, 213-241-6876, ayham.dahi@lausd.net

● HS: Training on the ICS 1 Course Replacement
  ➢ The Integrated Coordinated Science (ICS) courses will be obsolete and no longer available for the 2020-2021 school year and beyond. The Division Of Instruction is providing a replacement for ICS I with the course Interactions. Training on Interactions is required for schools planning to offer it.
  ➢ Contact: Ayham Dahi, Secondary Science Coordinator, 213-241-6876, ayham.dahi@lausd.net

● HS: Potential Candidates for the State CDE Seal of Biliteracy Awards
  ➢ Lists of potential candidates for the State CDE Seal of Biliteracy awards for graduating seniors have been provided to all high schools through Local District Counseling Coordinators in late October. Eligible students should be encouraged to use this information in their college admissions applications.
  ➢ The updated guidelines for Student Nomination Rosters for High School Biliteracy Award will be available in December of 2019. If you have not already done so, please remember to provide a point of contact for the final process of verifying and awarding students with this distinction coming up in April of 2020. Point of Contact information may be submitted at http://bit.ly/1920BILITERACYAWARDS.
  ➢ Contact: Dr. Jina Kim, World Languages and Cultures Coordinator, jina.kim@lausd.net, Nada Shaath, World Languages and Cultures Specialist, nada.shaath@lausd.net, or Michael Berger, World Languages and Cultures Specialist, mberger@lausd.net

What’s Due

● ALL: Entering Enrollment Capacity in Principals Portal for Dual Language Education/Unified Enrollment - Due Friday, January 17, 2020
  ➢ Deadline for Principals to enter Enrollment Capacity on the principals portal is due Friday, January 17, 2020. If you need training on entering enrollment capacity, DLE and UE is providing support by offering for the first time, “Training on Entering Enrollment Capacity and Verifying Target Language Eligibility” at 4 locations. Register on MyPLN, Keyword: Dual Language/Unified Enrollment. Please see PD flyer for more information.
  ➢ Contact: Diana Sanchez, DLE Specialist at (213) 241-3493 or dab9296@lausd.net

● ALL: Online EL Program Accountabilities - Due Friday, January 31, 2020
  ➢ Principals or administrator designees must certify the completion of the first semester Online EL Program Accountabilities. For instructions, use the Administrator Certification Online System User Guide.
  ➢ All schools must hold the second Master Plan Instructional Program Options meeting for parents of ELs.
➢ The principal or EL Designee must ensure all classes with ELs have an EL service section attribute entered in MiSiS.
➢ Contact: Local District EL Programs Coordinator or Elizabeth Shnorhokian, EL Specialist, 213-241-5582, emald4@lausd.net

- **ES: Elementary Math Curriculum Options - Due Friday, January 31, 2020**
  ➢ You can still identify an additional math program for 2020-2021 by completing the link below. If you want to change your selection as of January 2020, please also use this new link: https://forms.gle/j4HxsxTjC4uStoHRA
  ➢ Contact: Carlen Powell, Administrator of Elementary Instruction, 213-241-5333, carlen.powell@lausd.net

- **MS-HS: ELD/LTEL Course Placement - Due Monday February 3, 2020**
  ➢ Ensure all English Learners, including ELs with disabilities, have an appropriate ELD/LTEL course by the first week of the Spring semester. Per reference guide Newcomers ELs who are entering secondary schools for the first time in the Spring semester should be provided an appropriate off-sequence ELD course (i.e., ELD 1A or ELD 2A). For more information, reference MEM-6866.2 (middle school), MEM-6909.2 (high school) or REF-5994.2 (secondary ELs with disabilities).
  ➢ Contact: Local District EL Programs Coordinator or Jaime Donate, EL Specialist, 213-241-5582, jaime.donate@lausd.net

- **MS-HS: Reclassification**
  ➢ ELs in Grades 6-12 who have met the reclassification criteria after the loading of Reading Inventory scores and semester grades/first report marks in MiSiS must be reclassified.
  ➢ Profile B students who met ELPAC and the basic skills criteria, but not the teacher evaluation mark must be taken through an SSPT to discuss the linguistic and academic achievement of the student for possible reclassification.
  ➢ Contact: Local District English Learner Coordinator or Reina Diaz, English Learner Programs Specialist, 213-241-5582, reina.diaz@lausd.net

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**Parent / Community Services**

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**What’s New**

- **Local District Title I Study Groups:**
  1/27 9:00 am to 12:00 pm LD East at LD East Office
  1/28 9:00 am to 12:00 pm LD Northwest at LD Northwest Office
  1/30 9:00 am to 12:00 pm LD South at Sellery Auditorium
  1/31 9:00 am to 12:00 pm LD West at Webster MS
  2/4 9:00 am to 12:00 pm LD Central at Lanterman HS
  2/20 9:00 am to 12:00 pm LD South at Gardena SH
  2/21 9:00 am to 12:00 pm LD Northeast at Romer MS
  2/24 9:00 am to 12:00 pm LD East at LD East Office
  2/25 9:00 am to 12:00 pm LD Northwest at LD Northwest Office
  2/28 9:00 am to 12:00 pm LD West at Webster MS
• **Local District ELAC Study Groups:**
  1/29  9:00 am to 11:00 am LD Northeast at Sylmar Leadership Academy
  2/4   9:00 am to 11:00 am LD East at LD East Office
  2/4   9:00 am to 11:00 am LD Northwest at LD Northwest Office
  2/11  9:00 am to 11:00 am LD Northwest at LD Northwest Office
  2/20  9:00 am to 11:00 am LD West at Webster MS
  2/28  9:00 am to 11:00 am LD South at LD South Office

• **Local District LCAP Study Groups:**
  2/7   9:00 am to 12:00 pm LD Northwest at LD Northwest Office
  2/11  9:00 am to 12:00 pm LD Central at Lanterman HS
  2/12  9:00 am to 12:00 pm LD West at Webster MS

• **Exceptional Learners Series: Gifted & Talented**
  2/12  10:00 am to 1:00 pm at the Office of Parent and Community Services

• **Volunteer Programs:**
  Please process pending volunteer applications in the Online Volunteer Management System. Using your LAUSD Single Sign On (SSO) username and password, log into http://volunteerapp.lausd.net to approve or deny pending volunteer applications. If you have any questions about the LAUSD Volunteer Program, please refer to BUL 6746.2, Establishing and Administering School Office Volunteer Program. Additional Volunteer Program training resources can be found on the Parent and Community Services (PCS) website: https://achieve.lausd.net/Page/9647. Should you have any questions, or would like to designate approval for the Volunteer Program to other staff, please contact Dr. Heidi Mahmud at hkm3059@lausd.net or call (213) 481-3350.

• **Parent & Family Center Survey:**
  The Office of Parent and Community Services will email you and Parent Center Staff a survey to inventory the technology available in Parent & Family Centers. This will inform ITD who will be assisting to upgrade your equipment in preparation for the Census 2020 online questionnaire.

**What’s Due**

• **Title I Parent and Family Accountabilities:**
  On January 31, 2020, the verification of first semester Title I parent and family engagement accountabilities is due in the Principal’s Portal. Principals at Title I schools are asked to identify the date that they have held the Annual Title I Meeting for parents and provided trainings for school staff to support effective parent and family engagement. Verification of the development, approval and distribution of the school-level Title I Parent and Family Engagement Policy and Compact is required, in addition to the uploading of the 2019-2020 Policy and Compact. Lastly, Principals must provide the date for distribution of the LAUSD Title I Parent and Family Engagement Policy.

• **SSC and ELAC Verification Forms:**
  Verification forms were due in September and a number of schools have not submitted School Site Council and English Learner Advisory Committee membership information. Principals please ensure this information is submitted for your sites.