



LOS ANGELES UNIFIED SCHOOL DISTRICT
MEMORANDUM

TITLE: Notification of Existing Special Education Online Professional Development for the 2015-2016 School Year

NUMBER: REF-6603.0

ISSUER: Sharyn Howell, Associate Superintendent
 Division of Special Education

DATE: October 26, 2015

REQUIRED ACTIONS: Please post all attachments where LAUSD employees can view. Additionally, please post Attachment B in the Parent Center.

PURPOSE: The purpose of this Reference Guide is to provide information about existing professional development available to school administrators and IEP team members and to additionally provide enrollment and viewing procedures for qualified participants.

MAJOR CHANGES: None

BACKGROUND: The following information is being provided in order to ensure that IEP team members are aware of the online Professional Development materials that are available for the 2015-2016 school year.

PROCEDURES:

- I. Training Availability:
 - A. LAUSD Employees
 Access to online training modules is available to all District employees via the Learning Zone. For mandatory trainings, required participants will be pre-registered. Those who are not pre-registered may log on to the Learning Zone and self-register. Please see Attachments A, B and C for a list of available trainings.
 - B. IEP Team Members
 Online trainings available to IEP team members are available on the Division of Special Education website. Please see Attachment B for a list of available trainings.
- II. Training Monitoring:
 Mandatory Professional Development is monitored through the *Learning Zone* and the *Principal's Portal*. In the *Learning Zone*, online classes and accompanying quizzes are tracked for completion by class Instructors using status completion reports. When the online quiz has been passed via a score of 100%, a participant's enrollment status will change from "enrolled" to "completed." For required professional development included in the Principal's Portal, Principals must certify completion on the Fall & Spring Administrator Certification Form through the

ROUTING
 All Schools
 Instructional Superintendents
 Instructional Directors
 Special Education Service
 Center Administrators
 School Site Administrators
 Parents



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**PROCEDURES
(Continued):**

Principal's Portal. The *Administrator Certification Online System* is designed to assist offices in electronically certifying that the required actions and activities have been completed in accordance with District policies and procedures.

III. Training Notification:

Mandatory Professional Development is required and communicated by the publication of Memoranda, Reference Guides, and Bulletins through the LAUSD E-Library. The LAUSD E-Library is the repository for all District communications. In addition, participants are notified of their enrollment in required courses via automatically generated emails through the Learning Zone.

ATTACHMENTS:

Attachment A: Available Online PD: LAUSD Employees
Attachment B: Available Online PD: IEP Team Members
Attachment C: Available Online PD: Psychologists

**RELATED
RESOURCES:**

Special Education Policies and Procedures Manual, July 2007.

ASSISTANCE:

For assistance or further information about available professional development, please contact Lisa Kendrick, Director, Division of Special Education, at (213) 241-6701, or via email at lisa.kendrick@lausd.net.

For technical support/Learning Zone log-in assistance, please call the ITD Help Desk at (213) 241-5200 (select option 4) or log on to: <http://achieve.lausd.net/Page/2127>

AVAILABLE ONLINE PD: LAUSD Employees

Available on the Learning Zone: <https://lz.lausd.net/lz/>

Class Title	Responsible Department
IEP Academy: Thinking Through the IEP Process Module 1	Due Process
IEP Academy: Thinking Through the IEP Process Module 2	Due Process
Understanding the Process of CDE Complaints	Educational Equity and Compliance
Section 504 Procedures	Educational Equity and Compliance
Quality Program Components for Students with ASD (Autism Spectrum Disorder)*	LRE Programs, Autism
Behavior Support: What is it?*	LRE Programs, Behavior
CHAMPS Course 2: Vision, Organization and Expectations	LRE Programs, Behavior
CHAMPS Course 3: Motivation, Correction Procedures, and Classwide Motivation Systems	LRE Programs, Behavior
CHAMPS Course 4: Boosting Classroom Management: The Power of Data	LRE Programs, Behavior
Discipline in the Secondary Classroom Course 2: Vision, Organization and Expectations	LRE Programs, Behavior
DSC Course 4: Boosting Classroom Management: The Power of Data	LRE Programs, Behavior
Fundamentals of Champs and Discipline in the Secondary Classroom	LRE Programs, Behavior
Online Functional Behavior Assessment Overview	LRE Programs, Behavior
Positive Behavior Support	LRE Programs, Behavior
Community Based Instruction: Teaching Life Skills in the Community	LRE Programs, Moderate/Severe
Overview of the Brigance: Comprehensive Inventory of Basic Skills II	LRE Programs, Moderate/Severe
Unique Learning System: An Administrative Overview	LRE Programs, Moderate/Severe
Unique Learning System: How to Access Lesson Plans	LRE Programs, Moderate/Severe
Unique Learning System: How to Complete Monthly Checkpoints	LRE Programs, Moderate/Severe
Unique Learning System: How to Complete Student Profiles	LRE Programs, Moderate/Severe
Private School Policy and Procedures	LRE Programs, Private School
Individual Transition Planning	LRE Programs, Transition
Transition to Adult Living: Successful Post-Secondary Outcomes	LRE Programs, Transition
Assessment Plan Training Module*	MCD Monitoring/Policies and Procedures
Outcome 13: Delivery of Services*	MCD Monitoring/Policies and Procedures
Emotional Disturbance: Policy and Practice	Psychological Services
Related Services: An Overview*	Related Services
2015-2016 Managing Health and Physical Needs of Students with Disabilities	Special Education Operations
Administrators Role in Ensuring Compliance with Special Education and Section 504 Legal Mandates, Parts I, II & III*	Special Education Operations
Special Education and Section 504 MCD Clerk Training*	Special Education Operations

*Designates mandatory PD

AVAILABLE ONLINE PD: IEP Team Members

Available on the Division of Special Education Website
 Please use Weblink to access training

Class Title	Weblink
10 Steps-The Basics of Special Education Process Under IDEA	http://achieve.lausd.net/Page/2912
2015-2016 District Validation Review Training	http://achieve.lausd.net/Page/2912
Accommodations, Modifications, Supports	http://achieve.lausd.net/Page/2912
Alternate Curriculum: Present Level of Performance Training	http://achieve.lausd.net/Page/2912
Career and Transition Center	http://achieve.lausd.net/Page/2913
Career and Transition Center (Spanish Version)	http://achieve.lausd.net/Page/2913
Center for Advanced Transition Skills	http://achieve.lausd.net/Page/2913
Center for Advanced Transition Skills (Spanish Version)	http://achieve.lausd.net/Page/2913
Conservatorship	http://achieve.lausd.net/Page/2913
Conservatorship (Spanish Version)	http://achieve.lausd.net/Page/2913
Educating Students with Disabilities at their Home Schools	http://achieve.lausd.net/Page/2913
Ethics of Discipline Suspension Alternatives	http://achieve.lausd.net/Page/2913
One Community of Learners-Parents	http://achieve.lausd.net/Page/2913
One Community of Learners-Parents (Spanish Version)	http://achieve.lausd.net/Page/2913
Parents' Rights	http://achieve.lausd.net/Page/2912
Positive Behavior Support	http://achieve.lausd.net/Page/2913
Present Level of Performance	http://achieve.lausd.net/Page/2912
Provision and Documentation of RSP Services	http://achieve.lausd.net/Page/2912
Related Services Department: APE, AT, OT, PT	http://achieve.lausd.net/Page/2912
School Based Enterprise	http://achieve.lausd.net/Page/2913
Special Education 101	http://achieve.lausd.net/Page/2912
Special Education Assessment	http://achieve.lausd.net/Page/2912
Special Education IEP Timelines	http://achieve.lausd.net/Page/2912
Special Education Records Green Folder	http://achieve.lausd.net/Page/2912
Special Education Referral Process	http://achieve.lausd.net/Page/2912
Transition	http://achieve.lausd.net/Page/2913
Transition (Spanish Version)	http://achieve.lausd.net/Page/2913
Transition Partnership Program (TPP)	http://achieve.lausd.net/Page/2913
Travel Safety in the Community	http://achieve.lausd.net/Page/2913

AVAILABLE ONLINE PD: Psychologists

Available on the Division of Special Education Website
Restricted to Psychologists Only

Weblink: <http://achieve.lausd.net/Page/8129>

Class Title
ADHD: OHI vs SLD Processing March 2014
BASC 3
Behavior Bulletin 6269 Overview for Psychological Services
CAS 2 Nagleri Presentation August 2014
Common Core State Standards for Special Educators PD-August 2015
Counseling Services Tracking and Standards of Practice
CSAM and Psych Services Joint PD February 2015
DIBELS Paper and Pencil New Psych July 2014
ERIC PD-October 30, 2014
Eligibility Rubric Presentation September 2014
Executive Function PD-August 2015
New Assessments Instruments ARS CMOS CARS 3-November 2013
Opening Day Meeting Presentation 2015
Opening Day Meeting Professional Development Meeting August 2013
Prevention Intervention
Parent Synopsis
SSPT Training Module
Section 504 Presentation to Psychs March 2014
Student Data New Staff Training July 2014
Three-Year Review
Webpage Goal Bank