



UPDATE

ASSOCIATED ADMINISTRATORS OF LOS ANGELES

WEEK OF APRIL 22, 2024

IT'S COMPLICATED!

AALA's purpose is set forth in its [Constitution](#):

1. To promote the general welfare of all active and retired members of the Association.
2. To represent active members in their relationship with the Los Angeles Unified School District.
3. To communicate the Association's point of view to the Board of Education, the Superintendent, the Local District Superintendents (now Region Superintendents) and other District personnel, local and state agencies, the media and public at large.
4. To build and maintain collaborations that promote the objectives of the Association.
5. To support and mentor new members of the Association as they embark upon their careers.

AALA is unique in more ways than one. The association proudly represents certificated and classified front line managers. As such, members supervise members. For example, regional directors supervising principals, and principals supervising assistant principals are all represented by AALA. Other unions do not supervise fellow members. For this reason, AALA in some instances has to do what is best for the whole rather than an individual or department.

President Nery Paiz' advocacy derives from #1 and #3, promoting the general welfare of members and communicating the association's point of view to the board members and the district's executive team. Advocacy means, "public support for or recommendation of a particular cause or policy", whereas demand means, "an insistent and peremptory request, made as if by right". The association advocates, and demands to bargain when necessary. Even then, the association is bound by contractual language.

The Collective Bargaining Agreement (CBA) sets forth the Nature of Relationship between AALA and the District. Article 1 Section 2.0 states that, "Recognizing the sensitive and important role of administrators as representative of the Board and Superintendent, it is the mutual intention and commitment of AALA, the Superintendent and the Board.

- a. **That their relationship remain cooperative and non-adversarial;** (emphasis added)
- b. That they shall meet and confer on a regular basis on subjects within the scope of negotiations, and such other matters that the parties may mutually desire to discuss, with their agreed-upon resolutions to be embodied in this Agreement if so agreed;



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**NOW MORE THAN EVER AALA MUST STAND
UNITED AS ONE
AALA SUPPORTS, NEVER DIVIDES!**

ASSISTANT PRINCIPALS:

If you have questions regarding your seniority or rank, or looking for support, contact [Maria Voigt](#).

You can find the February info-session slide deck [HERE](#).

You can find the HR FAQs document [HERE](#).

AALA STAFF:

Nery X. Paiz, President

Administrators

Juan A. Flecha, Chief-of-Staff
Dan Isaacs
Steve Quon

Consultants

Irene Hyland
Maria Elena Rico
Dr. Lillian Utsumi

Field Representatives

Doris Dillard
Julie Gonzalez
Dr. Rosa Maria Hernandez
Dr. Windy Warren

Unit J Stewards

Ignacio Chavez
Oliver Hament
Cesar Mercado
Mauricio Pinto
Alfred Sixtos

Office Staff

Javier Melendez
Gema Pivaral
Gloria Souquette

Need to contact us?

Associated Administrators of Los Angeles
1910 Sunset Blvd., Suite 410
Los Angeles, CA 90026
Office 213/484-2226
Fax 213/484-0201
Web www.aala.us
Email aalaoffice@aala.us
Update (assistance) info@aala.us

COMPLICATED FROM PAGE 3

- c. That pending such agreed-upon resolutions, and subject only to such restrictions as may be included in such agreed-upon resolutions, the District retains full authority to operate and to make (and implement) decisions pursuant to the existing Board Rules, Administrative Regulations and policies, which fall within the scope of negotiations under the EERA. Proposed changes to said existing Board Rules and Administrative Regulations are subject to paragraph b above;
- d. That it is intended that AALA will be authorized to designate a representative on all appropriate District committees, particularly those District committees where UTLA is granted the right to appoint a representative.”

Every time the bargaining team (AALA President, 5 Vice Presidents, lead negotiator) negotiates a new Collective Bargaining Agreement and the Executive Board move it to a member vote, Article I Section 2 is included, meaning advocacy outweighs demands. AALA knows cooperation is a necessary attribute because frontline managers represent the Board and Superintendent and AALA does not take this lightly. Yes, members have demands. However, AALA must also respect the legally binding agreement it entered with the district.



Also of note, is Article V, District Rights. Article V Section 3 addresses the District’s Retained Rights, including:

- c. All budgetary matters and procedures, and all budgetary allocations, reserves, and expenditures apart from those expenditures and budget items that are expressly required by the terms of this Agreement
- i. Determine the number of employees, and whether and where there is a vacant position

As noted before advocacy outweighs demands; especially when AALA is asking the Board of

Education to act on rights retained by the District. AALA can champion, agitate, and appeal to board members. However, demanding action via threats of school-crippling job actions or public shaming goes against the spirit of the CBA AALA signed.



Moreover, Article II Code of Professional Ethics of AALA’s Constitution states that, “*Success of students must be the fundamental basis of administrative decision-making and actions.*” Placing students at the center changes the tenor of job actions, as does the Code of

Professional Ethics, “*Members must uphold the honor and dignity of the profession in all their actions.*” AALA walks a fine line to uphold its professional commitments while calling for the Board of Education and District to address member concerns.

What can members do?

1. Call or email your board member. If you do not live in the District’s boundaries, reach out to your school’s board member.
2. Support and canvass for AALA-supported board candidates: Board Seat 1 - Sherlett Hendy Newbill; Board Seat 5 - Graciela Ortiz; Board Seat 3 - Scott Schmerelson. Every board election is a battle to ensure your interests are front and center to board members!
3. Adhere to the Representative Assembly-approved job actions.
4. Attend Representative Assembly meetings and make your voice heard.

Unlike other unions, AALA will never shame or ostracize you with demands for action. Every active member is a professional. Each of you follows your own professional conscience and AALA respects as much. AALA will NEVER use a hammer on its members!

ASSOCIATED ADMINISTRATORS OF LOS ANGELES

LOOKING FOR ACCURATE INFORMATION? HERE ARE YOUR OFFICIAL AALA SOURCES OF INFORMATION:

Website: www.aala.us

Weekly Update: <https://aala.us/category/newsletter/>

info@aala.us (Update, not receiving communications, non-private concerns)

office@aala.us (General information, membership questions, member representation support, private concerns)

Office 213/484-2226

EXECUTIVE BOARD

President Nery X. Paiz, npaiz2@lausd.net

Adult Vice President Anna E. Madrid, aem76041@lausd.net

Adult Director Roxanna Kruszewski, rxj59441@lausd.net

Adult Director Julio Melara, jmelar01@lausd.net

Classified (Unit J) Vice President Lisa Marine, lisa.marine@lausd.net

Classified Director Lionel Barreda, lionel.barreda@lausd.net

Classified Director Manny Montenegro, manny.montenegro@lausd.net

Early Education Vice President Dr. Ayanna Davis, ayanna.davis@lausd.net

Early Education Director Scarlett Ramirez Holguin, smr2897@lausd.net

Early Education Director Viken Kazarian, vxk6611@lausd.net

Elementary Vice President Manny Nava, mnava20@lausd.net

Elementary Director Marco Flores, mfloves@lausd.net

Elementary Director Piedad Sanchez, pps8982@lausd.net

Secondary Vice President Blanca Cruz, blanca.cruz@lausd.net

Karen Fattal, Secondary Director, kfattal@lausd.net

Secondary Director Jorge Olmos, jxo4965@lausd.net

School Support Admin. Vice President Titus Campos, tcamp1@lausd.net

School Support Admin. Director Brenda Pensamiento, bpensami@lausd.net

Angela Sandoval, School Support Admin. Director, abs9291@lausd.net

WHAT IS AALA PRESIDENT NERY X. PAIZ DOING TO ADVANCE MEMBER NEEDS?

President Paiz hosted HR Chief Frank Serrato and his HR team to discuss the Assistant Principal information-sharing process, as well as how to minimize AALA members' impact at schools with Beaudry and Region cuts.

HAVE YOU MOVED HOME OR WORK LOCATION?

Please email aalaooffice@aala.us to keep accurate information and make sure you receive communications.

NEED ASSISTANCE FROM AALA?

Whether you need assistance with membership, have a question or need representation, AALA's staff is available to assist you! The office is open Monday to Friday 7:30 am to 4:00 pm (213/484-2226) or you can email office@aala.us 24/7.

ARE YOU A NEW ADMINISTRATOR OR CANCELED MEMBERSHIP?

Becoming an AALA active member with the benefits of [AALA membership](#) just got easier, Complete AALA's easy form by scanning this QR code. Remember, AALA is as strong as its membership!



I INADVERTENTLY UNSUBSCRIBED FROM THE UPDATE. WHO DO I CONTACT?

Email info@aala.us or office@aala.us for assistance.

REPORT, REPORT, REPORT!

Please heed reporting mandates. If you suspect or are made aware of suspected child abuse, **REPORT IT**. If you believe someone else reported it, **follow up on the same day!** And, **create an iSTAR report** or confirm that an iSTAR report was created that same day. It is always best practice to apprise your Region Director and Operations Coordinator of the situation and update the iSTAR as needed.

Remember that your standard is "reasonable suspicion" and you can CLARIFY before you report. *Clarification is a process of asking the victim(s), alleged perpetrator(s) and other individuals, clarifying questions in order to determine reasonable suspicion of the allegation.* Please, READ the definition of "reasonable suspicion" on page 5 of BUL-1347.5. **If you have reasonable suspicion make the call. If the reporting agency tells you there is nothing there, ask for the person's name, badge number, and ask if you can handle it administratively. You may begin an investigation ONLY IF you are told to handle it administratively.**

At this time, it appears the District is taking the stance that if the allegation is made against a district employee, you MUST report. Suspend reasonable suspicion and make the call!

KNOW YOUR CONTRACTUAL RIGHTS! *"In recognition of the "professional workday" described above, when the schedule of the administrator involves extended work hours on a given day, flexible work hours on a subsequent day may be taken with the prior approval of the immediate supervisor. Upon request of the administrator, the immediate supervisor must provide the administrator with a time within which to schedule the flexible work hours."*

Article X Section 1.3 (g) —Administrators may request up to eight (8) hours of flex time for an annual physical examination. (h) Use of flex time shall not be limited or denied for arbitrary or capricious reasons.

HEALTHCARE

FAQS *Your Healthcare Information is Protected!*



MEDICAL SECURITY
HIPAA
COMPLIANT

- Be individually notified when there is a breach of your protected health information. Breaches must also be reported to the U.S. Department of Health & Human Services (HHS), with information on what is being done, or has been done, to mitigate risk.

Your health provider may disclose your health information to family or friends, if:

- They are involved in your health care or payment for your health care,
- You identify your spouse and/or family members and inform your provider or plan.
- You do not object to sharing information, or if a provider, using professional believes that you do not object.

Who must follow these laws?

Everyone with access to information about you and your health plans must follow these laws. For District employees and retirees, this includes **health plan insurers, healthcare providers, including Medicare**, personnel in Benefits Administration, and entities and organizations such as the HBC, because committee members often receive protected information. According to Health & Human Services, HIPAA does not apply to schools. See [HERE](#) for more information.

How is my medical information protected?

Required safeguards include who can view and access your health information, limits on uses and disclosure, and training for employees on how to protect your health information. Health insurers utilize secure e-mail, with encryption, to exchange information. Remember that commercial e-mail providers like Yahoo, Gmail, and LAUSDnet are not “secure.”

For additional HIPAA information, click [HERE](#).

What is HIPAA?

HIPAA stands for the Health Insurance Portability and Accountability Act (HIPAA) of 1996, a federal law to protect the privacy and portability of your personal medical records held by your health insurers, and health care providers, and other entities. Portability protections involve an individual’s right to continue or transfer health coverage when changing or losing a job. HIPAA protects individuals from discrimination based on previous health conditions—also known as “preexisting conditions.”

What information is protected by HIPAA, and what rights do I have?

Protected health information includes:

- Privacy, confidentiality, and security of what your doctors, nurses, and other health care providers put in your medical record, including conversations your doctor has about your care or treatment with nurses and others.
- Records about you kept physically or electronically, including billing information by providers.
- Any identifiable information about you, such as your name, address, birth date, Social Security number, ethnicity, marital status, dependents, access to health insurance coverage in case of job loss, and others.

You have the right to:

- See or get a copy of your medical records and other health information. You may have to put your request in writing. In most cases, your copies must be given to you within 30 days.
- Change any incorrect information in your file or add information if you think something is missing or incomplete, even if your provider thinks you are wrong. In most cases, the file should be updated within 60 days.
- Know who has seen your health records and ask that your health information not be shared with certain people, groups, or companies.

KAISER PERMANENTE MONTHLY HEALTH TIPS: MUSCULOSKELETAL DISORDERS

- [Learning about Ergonomics](#)
- [Learning about your Musculoskeletal System](#)
- [Low Back Pain](#)
- MSK Care at [kp | Showpad](#)
- [Getting Physically Active | American Heart Association](#)

Monthly Health Tip #2: Stress Management

- [Flier](#)
- [Spanish](#)



Please join us in celebrating

Dr. Gary Garcia

who is retiring after 40 years of hard work and dedication.

Saturday, June 29, 2024

2:00 p.m. - 5:00 p.m. (presentation at 4:00 p.m.)

Casita Del Campo

1920 Hyperion Avenue, Los Angeles

Parking is limited - \$7.00-Valet
(Minimal street parking.)

Kindly R.S.V.P. by May 30th - Limited Seating

to: DrGaryGarcialsRetiring@yahoo.com

\$45.00 per person (includes lunch and gift)

If you cannot attend, contributions towards his gift are greatly appreciated.



venmo



Zelle



ASSOCIATED ADMINISTRATORS OF LOS ANGELES

UPDATES

EDUCATOR DEVELOPMENT AND SUPPORT (EDS)



Teacher Evaluations

The contractual deadline to complete the EDST Final Evaluation for teachers, non-classroom teachers, and counselors is **Friday, May 10th**. For employees that were hired after March 1, 2024, consider completing the Evaluation of Provisional Contract Employees (Stull) evaluation form. To assign a provisional contract evaluation to an employee, contact us at mypgs@lausd.net. Please include the teacher’s and evaluator’s name and employee number in the email.

Zoom Office Hours

The Educator Development and Support (EDS) staff is available to assist you with all phases of the evaluation cycle during virtual **Office Hours** on Fridays, from 2:00 pm to 4:00 pm, using this Zoom link: <https://lausd.zoom.us/j/87482513835>.

EDST Observer Certification Training

We are offering a **two-day** certification training in 2024 for administrators who are evaluating teachers, non-classroom teachers, and counselors. Two more trainings are available this Spring Semester: **April 11-12** and **June 13-14**. To enroll, log onto MyPLN and type in the key words **Observer Certification** or [click this link](#).

END-OF-YEAR CONFERENCE & Final Evaluation	School Support Administrators B Basis E Basis A Basis	05/13/2024 05/22/2024 05/24/2024
	Assistant Principals	05/14/2024
	Principals	05/21/2024
	Principal Supervisors	05/28/2024



IN MEMORIAM

DOROTHY COLEMAN (CORRECTION)- Ms. Coleman served as Area Coordinator, School Nursing Services as well as Field Supervisor, School Nursing. She retired on 6/30/1988 and passed away on April 3, 2024.

SEND ME AN ANGEL, SEND ME AN ANGEL, RIGHT NOW!

For as little as \$5 or \$10 per pay period you can earn some! This is the simplest way to become an AALA Angel. Think about it, for about the cost of a latte or spirit you can fund college dreams. And who knows, the scholar you support may someday saves lives.

AALA established FRIENDS OF AALA, a 501(c)(3) nonprofit corporation in January 2011 to fund our student scholarship program for deserving LAUSD students. This Spring AALA awarded 43 \$2,500 and 15 \$1,500 scholarships to graduating seniors representing high schools and community adult schools. The Board of Friends of AALA meets its annual fundraising goal by seeking donations from AALA's active and alumni members, private foundations, service clubs, organizations, and businesses. The generosity of these donors is much appreciated.

Scan this QR code **and earn your wings!** All donations to FRIENDS OF AALA are tax deductible!



YOUR GENEROSITY FUNDS DREAMS



***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/1566> (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 positions are open to certificated and classified employees who meet the position requirements.

Click [HERE](#) for school based positions

Click [HERE](#) for non-school based positions

CLASSIFIED positions are open to certificated and classified employees who meet the position requirements.

Click [HERE](#) for current job opportunities.

You seek AAPA information?
<https://bit.ly/LAUSD-AAPA>

Looking for ACSA Region 16 news? Visit ACSA's Region 16 website for up-to-date information at <https://www.acsaregion16.com>

Looking to connect with AJE-LAUSD?
<https://www.ajelausd.org>

Can't find CMAA?
<https://www.instagram.com/cmaa.lausd/>

You seek COBA information?
<https://www.cobalausd.net>



Annual Social Emotional Learning Symposium

"Igniting Joy in Learning Through SEL"
PILLAR 2C: Strong Social Emotional Skills

The day will include:

- LAUSD Youth Leadership Panel
- Over 30 breakout SEL sessions
- Evidence-based SEL Instructional Programs
- SEL Integration
- Educator & Administrator Wellness
- Building Parent Capacity in SEL
- Using SEL Data to Drive Improvement
- SEL Micro-Credential
- SEL Focus School
- SEL Educator & School Best SEL practices
- Closing Remarks, Dr. Jaqueline Sanderlin
- SEL Vendors
- Breakfast, lunch, and refreshments will be provided

Join us for LAUSD's Annual Social Emotional Learning (SEL) Symposium!

▶ [Dr. Roberto Rivera](#), keynote speaker for [TEDx](#) and the [2023 CASEL Exchange](#), and the CEO for the [Alliance for the 7th Generation](#), will deliver the keynote address on the power of positive youth empowerment through culturally sustaining pedagogy.

▶ Choose from over 30 breakout sessions led by LAUSD teachers and school leaders.

▶ Sessions will provide valuable strategies and practices to enhance social emotional learning in the classroom and beyond.



Register on MyPLN using the keyword:

SEL SYMPOSIUM FOR ADMINISTRATORS

**Registration opens March 1st, 2024*

Compensation: school-based, certificated staff are eligible for **6 hours** of pay for this voluntary P.D. at the **\$50 training rate**. *Registration is limited to 300.*



Saturday, May 11, 2024



8:30AM-3:30PM



East Los Angeles College

1301 Avenida Cesar Chavez,
Monterey Park, 91754

Made possible by the Division of Instruction SEL Unit in partnership with Human Resources, Student Health and Human Services, the Youth Empowerment Unit, KLCS, SEL4CA, Harmony SEL, Second Step, & Inner Explorer.

For more information: Marco A. Nava, Ed.D., at mnava@lausd.net

ALLIANCE OF ASIAN PACIFIC ADMINISTRATORS

AAPA



INTEREST GROUPS - NEWS YOU CAN USE



LEADERSHIP LEAP!

- COVER LETTERS / RESUME (DO'S AND DON'TS TO GET THROUGH THE PAPER SCREENING PROCESS)
- INTERVIEWING 101 (STAR METHOD)

May 18, 2024 (Saturday)

9:00 am - 12:00 noon
(Breakfast @ 8:30 am)

Location: Robert F. Kennedy Community Schools - 701 S. Catalina St. LA, 90005

*AAPA Members (\$10.00)

Non-AAPA members: you must join AAPA to attend workshop. Automatic payroll deductions of \$10/month. \$50 for your first workshop.



Registration:

<https://forms.gle/Bg3d8m5M7f4RLHB87>

Bring 3 copies of your cover letter and resume for peer feedback.

25 attendees min. required

Questions: leelee.chou@lausd.net

