

UPDATE

www.aala.us

Week of December 3, 2018

CAUTION IS THE PARENT OF SECURITY

Periodically, the *Update* shares trends and challenges our members are experiencing and we find that operational issues continue to create hazards. The specific matters are really not connected in any way other than our members are being continuously investigated for not specifically following District policy to the letter of the law. This week's newsletter focuses on the potential difficulties with child abuse reporting, social media, and cash-on-hand at schools. The good news is that more and more frontline managers are following Bulletin – 1347.4, *Child Abuse and Neglect Reporting Requirements* (click [HERE](#)). Nonetheless, there continue to be some areas for needed growth.

It is important to remember the District's policy is "...employees ***shall*** report suspected child abuse or neglect by telephone ***immediately***, or ***as soon as practically possible***." Make sure to consult with the school's director, administrator of operations, the lead operations coordinator, or the school's operation's coordinator by ***phone and email*** if there are any doubts as to what "as soon as practically possible" means. This is especially important if an allegation surfaces on a Friday late in the afternoon or on the eve of an extended break. One may think "as soon as practically possible" means first thing Monday morning or the first to do upon returning from a winter or summer break. ***Know the District does not see it at all this way***. From the District's point-of-view and depending on the allegation, the victim may be in great peril in real time, and the potential child abuse or neglect will not stop or be impeded by a weekend or long break. Understandably, it can feel lonely and taxing to end the week with having to make a mandated report, and for this reason once again, it is important to have Local District support along with the Division of District Operations. Please feel free to always contact AALA if you are having difficulty contacting a District representative. AALA will be by your side and mobilize the support you need by contacting the District's senior leadership if necessary.

Another obstacle is the 36-hour requirement. Mandated reporters do ***NOT*** have 36 hours to telephone the appropriate local law enforcement agency or Department of Children Family Services (DCFS) because the District's policy is to do so ***immediately or as soon as practically possible***. Instead, mandated reporters ***shall prepare and send a written report within 36 hours*** of receiving the incident information. It is imperative to always report on the spot, and send the required report within 36 hours.

Another promising practice is to have blank Suspected Child Abuse Report (SCAR) forms handy and ready to go (click [HERE](#)). As importantly, complete the form with all or most of the required information prior to contacting the required child protective agency. This will greatly streamline the process with the person taking the report. Imagine their exasperation if they are being continuously placed on hold while an address, date of birth, or telephone number is being secured. Writing the

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CAUTION (Cont.)

narrative description prior to calling is very important as well, especially if it is a first time caller or the process is nerve-wracking. Having the narrative written and ready to go allows for making sure the *who, what, when, where, time*, and possibly *why* are addressed. Another advantage of making the call with a completed report is that it can be mailed immediately to meet the 36-hour mailing window.

By now, almost everyone has played the telephone game. (Click [HERE](#) for instructions.) There is absolutely **NO** room for the telephone game with mandated suspected child abuse reporting. When someone tells someone, then that person tells someone, and that person tells someone else, and then that person tells you, a promising practice is to have the person who comes to you report the suspected child abuse and do so in your presence. Keep in mind the reporting process can be intimidating at best, especially if the “someone” has never done it. Escort the person into your office, retrieve the form, and help him/her complete it. Have the “someone” call it in and subsequently assist in seeing that it is mailed within 36 hours. **A sure invitation to a conference and possible disciplinary action is if you tell the “someone” to make sure they report, they never do, and you never follow-up.**

Take some time to review Bulletin – 5688.1, *Social Media Policy for Employees and Associated Persons* (click [HERE](#)). By now, the general understanding is social media can be a powerful tool to instantaneously disseminate important and pertinent school information in real time. The technology is also an incredible tool to share significant life events, stay connected, and keep in touch. By the same token, it can be a double-edged sword, especially when frontline managers sometimes have the difficult responsibility of progressively disciplining employees for cause. Disgruntled employees troll the Internet to dig for potential “dirt” on their supervisors. Personal and professional postings should never give the slightest specter of inappropriateness or lack of decorum. Do not have a less than decorous posting from decades ago haunt your present. Employees have been known to search for what they consider compromising posts and immediately forward them anonymously to the District. And please be aware, the District of yesteryear where anonymous correspondence was deposited in a “circular file” is no more. The District now investigates anonymous allegations with interviews, conferences, and possible discipline if it deems it necessary to do so. **Take heed and disconnect from social media altogether. Otherwise, make sure to utilize privacy settings to control access to personal networks, webpages, profiles, posts, digital media, forums, fan pages, etc. However, be aware that privacy settings bring a false sense of security. ANYTHING posted on the Internet may be subject to public viewing and republication by third parties (disgruntled employees) without your knowledge.**

Lastly, take a moment to review the District’s policy on collection of monies (click [HERE](#)) with your school administrative assistant (SAA). It is especially important for the SAA to deposit collections of less than \$25 at the bank each week; **those greater than \$25 should be deposited daily.** Daily deposits are essential when large amounts of checks and cash are being transacted because of a fundraiser, fair, or other authorized event. Leaving large amounts of cash in a file cabinet, a desk drawer, or a location where almost everyone has a key leaves the door wide open for a potential theft. And yes, while it is potentially cumbersome for the SAA to go to the bank and leave the office uncovered, being investigated and called to a conference is more grueling and time consuming. There is no doubt an ounce of prevention is better than a pound of cure when it comes to safe guarding student body funds.

HEALTH BENEFITS FAQs— WHAT HAPPENS AFTER OPEN ENROLLMENT ENDS?

DURING OPEN ENROLLMENT, DID YOU	THIS WILL HAPPEN IN 2019
MAKE NO CHANGES?	<ul style="list-style-type: none"> • If you are an active employee, your medical, dental and vision plans remain the same, as does your dependent coverage. • If you are a Medicare retiree enrolled in Kaiser Senior Advantage or Health Net Seniority Plus, all your plans remain the same as 2018. • If you are a Medicare retiree enrolled in United Healthcare Medicare Advantage HMO or Anthem Blue Cross EPO and have Medicare Parts A and B, you have been automatically enrolled in the new plan, Anthem Medicare Preferred (PPO). SilverScript is the prescription plan. • If you had a FSA for 2018, you are no longer enrolled; you are required to re-enroll each year. • If you had Opt-Out/Cash back for 2018, it continues, for 2019. You need to attest annually that you have minimum essential coverage.
CHANGE YOUR MEDICAL PLAN?	Your new plan will send you ID card(s) and information before December 31, 2018.
DROP A DEPENDENT?	Dependent coverage ends on November 30, 2018 (the last day of the month a dependent becomes ineligible).
ELECT OPT-OUT/CASH BACK? (YOU OR YOUR SPOUSE)	<ul style="list-style-type: none"> • Opt-out member's medical coverage ends December 31, 2018. • The spouse who does not opt-out must add the opt-out member to his/her plan as a dependent. • You will receive \$3,000 in your salary warrant spread out over the 2019 calendar year.
OPT BACK IN FROM OPT-OUT/CASH BACK?	<ul style="list-style-type: none"> • Medical coverage begins January 1, 2019. • You must enroll dependents, if you need medical coverage for them.
ELECT A NEW MEDICARE ADVANTAGE PLAN (KAISER SENIOR ADVANTAGE OR HEALTH NET SENIORITY PLUS)?	<p>You must fill out a Medicare Advantage enrollment form for your new Medicare Advantage Plan.</p> <p>Note: No form is required for new Anthem Medicare Preferred (PPO) plan.</p>
ENROLL IN A HEALTH CARE OR DEPENDENT CARE FSA?	<ul style="list-style-type: none"> • Beginning January 1, 2019, save your receipts for eligible expenses. • <i>ConnectYourCare (CYC)</i> is the new account administrator. You will be sent detailed information about your account.



Jose Razo, Telfair Elementary School Principal, was the subject of the second of a four-part series of articles by **Steve Lopez** in the *Los Angeles Times*. The articles are featured on page one of the newspaper and were published November 25 – 28. They focused on childhood poverty and homelessness in Los Angeles and featured Telfair because the school enrolls the largest number of homeless children in the District. The second article was headed with the caption, “Principal has walked in his students’ shoes, defied odds. For Jose Razo, giving poor kids a shot at success is personal.” It is a testament to Jose’s leadership at Telfair and also gives a glimpse into his own childhood struggles, which included living in a garage, similar to what many of his students face.

The series of articles is quite moving as it chronicles several families and how they are dealing with homelessness and how it impacts their children. Congratulations, Mr. Razo. We are proud of you! To view the article, click [here](#).

Congratulations are also in order for **James Charles Arlington**, former specialist in the Division of Special Education who retired this past July and now lives in Kona, Hawaii. He has written six novels and will be the featured author at a major book store on the island on December 4. His latest novel is *Spirit of the Amaroq: a Story of Salvation* and is about a pastor whose faith is challenged by a series of catastrophic events.

We also wish to congratulate **Tony Thurmond**, AALA-supported candidate, who was successful in his bid to become the next State Superintendent of Public Instruction. With record amounts being spent in the election, Mr. Thurmond won in a very close race that was not decided until weeks after the election. We look forward to working with him.

REDUCING CHILDHOOD POVERTY IN CALIFORNIA

The California Lifting Children and Families Out of Poverty Task Force was created by the passage of AB 1520 (**Burke**, D-Inglewood) in 2017 and formed to develop a research- and data-driven plan to reduce overall childhood poverty by 50 percent. The Task Force released its plan in mid-November, which included recommendations that, if implemented, would end deep child poverty (families of four earning less than \$12,500) in four years and reduce overall child poverty by 50 percent in 20 years. Key

POVERTY (Cont.)

elements of the plan include guaranteed childcare and early childhood education for children in poverty from birth to 8 years old, a targeted tax credit, and increasing enrollment in existing services by expanding outreach and improving technology. The report has the support of Governor-Elect **Gavin Newsom**, businesses, and nonprofit and community-based organizations.

California has the highest percentage of children living in poverty of any state in the nation (almost 2 million), according to the U.S. Census Bureau's Supplemental Poverty Measure, including nearly one-third of all Black children and one-third of all Latino children. Children who live in poverty experience more developmental delays, behavioral problems, obesity and other health challenges, and increased stress.

The Task Force identified priority recommendations as those that: *“(1) directly and immediately reduce deep child poverty, (2) have a foundational immediate and longer-term impact on disrupting the cycle of poverty, and (3) have very substantial evidence in support of them or are innovative programs that have shown substantial promise.”* Some of the key priority recommendations include:

- Guaranteeing access to child care for low-income families by adding 30,000 state-funded pre-school slots in 2019-20, and 15,000 each year thereafter;
- Fully funding transportation support for all highly mobile student populations so they can remain in their school of origin;
- Ensuring that the education funds allocated to serve children in poverty, foster youth, and English learners through the Local Control Funding Formula are used solely to address challenges faced by these subgroups;
- Implementing rent stabilization and a set of housing supply provisions in localities falling short of their low-income housing goals and/or experiencing rent increases in excess of inflation.
- Expand Medi-Cal coverage to all adults with dependent children, up to 138% of the federal poverty level, regardless of immigration status.
- Create stronger statutory safeguards to protect low-income children and families from being referred to the juvenile court, prosecuted, and fined for truancy.

To read the entire report, please visit: <http://www.endchildpovertyca.org/#theplan>.

NEW LEGISLATION AFFECTS COMMUNITY REPRESENTATIVES AND SCHOOL SUPERVISION AIDES

*ALA thanks **Leticia Figueroa**, Assistant Chief Human Resources Officer, for providing this information.*

On September 18, 2018, **Governor Brown** signed into law AB 2160 and AB 2261 which expand the rights of community representatives and school supervision aides. These employees are covered by the Unit G contract. Effective January 1, 2019, all current community representatives and school supervision aides will become permanent classified employees. They will no longer be “at will” employees. Community representatives and school supervision aides hired after January 1, 2019, will go through a probationary period before becoming permanent and will be afforded the same rights and protections that other classified employees receive under the Education Code. Some of those rights and protections include:

LEGISLATION (Cont.)

- The right to serve a probationary period and attain permanency
- The right to due process prior to being terminated
- Reemployment rights following a layoff
- Paid leaves of absence (illness, vacation, bereavement, 60 days of workers' compensation)

For more information, please contact the senior human resources representative assigned to your Local District or the Office of Staff Relations at 213.241.6056.

ENROLLMENT PERIOD ENDING FOR THE AFFORDABLE CARE ACT

Although we know that AALA members receive health benefits from the District, many may have friends or relatives who need to purchase their own health insurance. For this reason, we are advising you that the open enrollment period for the Affordable Care Act (ACA or Obamacare) will end on December 15, 2018. This is a change from previous years when the period extended until January 31. Open enrollment is the one time of year when most people can sign up for major medical health insurance without their applications for coverage being declined or needing a qualifying life event. To learn more about enrollment in California, go to this website: <https://www.coveredca.com/>.

DECEMBER 7 – PEARL HARBOR REMEMBRANCE DAY

December 7 is the day in which we remember and honor the more than 3,500 military personnel who were killed or injured in the Japanese surprise attack on Pearl Harbor in Hawaii on December 7, 1941. The attack sank four U.S. Navy battleships and damaged four others. It also damaged three cruisers, three destroyers, and one minelayer. The day is not a federal holiday; however the American flag should be flown at half-staff until sunset to honor those who died. On December 8, 1941, the United States declared war on Japan and entered World War II on the side of the Allies. In a speech to Congress, President **Franklin D. Roosevelt** called the bombing of Pearl Harbor "a date which will live in infamy."



AN EASY WAY TO SUPPORT FRIENDS OF AALA AND RAISE MONEY FOR SCHOLARSHIPS FOR LAUSD STUDENTS

If you shop on Amazon, do you know that your purchases can support scholarships for LAUSD students? AmazonSmile will donate to Friends of AALA when you shop and designate it as your charity of choice. Be sure to enter smile.amazon.com/ch/27-4630433 in your browser and shop away!

Associated Administrators of Los Angeles

IN MEMORIAM

PETER BOMBA—Former assistant principal at Garfield, Venice-Emerson, Westside, and Reseda community adult schools. Mr. Bomba retired from the District on July 1, 2009, and passed away on November 7, 2018. Services were private.

SAVE THE DATE

Do you want to get more involved in AALA? Join AALA's leadership to discuss member concerns at the next AALA Representative Assembly Meeting and dinner on Monday, December 10, 2018, at 4:30 p.m., at Casa Italiana, 1051 N. Broadway, Los Angeles. Please RSVP to **Javier Melendez** at 213.484.2226 by December 5, 2018.

CALENDAR

DECEMBER IS UNIVERSAL HUMAN RIGHTS MONTH		
EVENT	DATE	CONTACT
WORLD AIDS DAY	December 1, 2018	
Band and Drill Team Competition at East Los Angeles College	December 1, 2018 9:00 a.m. – 8:00 p.m.	213.241.3536 or www.btb.lausd.net
ACSA-R Region 16 Winter Luncheon at Taix Restaurant	December 3, 2018 11:30 a.m.	Mike Perez , mpez21@sbcglobal.net
Special Education Principals' Meeting at Beaudry 17-117	December 6, 2018 8:00 a.m. – 4:30 p.m.	Melissa Winters , 213.749.8310 or mrw4766@lausd.net
APSCO Meeting at Crenshaw HS (Required)	December 6, 2018 8:00 a.m. – 11:30 a.m.	Karen Fattal , 818.505.2225 or kfattal@lausd.net
CalSTRS Workshop at Kingsley ES Auditorium	December 6, 2018 4:00 p.m. – 5:30 p.m.	Maria Voigt , 213.241.6365 or Register HERE
NATIONAL PEARL HARBOR REMEMBRANCE DAY	December 7, 2018	
CMAA Winter Holiday Social at Luminarias Restaurant	December 7, 2018 5:30 p.m.	Rafael Escobar , 323.262.6382 or rafael.escobar@lausd.net
COBA 50th Anniversary Celebration at California African American Museum	December 7, 2018 6:00 p.m. – 10:00 p.m.	Josephine Ruffin , 323.296.2040 josephineruffin@sbcglobal.net (RSVP by November 30)
		
AALA Representative Assembly Meeting at Casa Italiana	December 10, 2018 4:30 p.m.	Javier Melendez , 213.484.2226

Associated Administrators of Los Angeles

EVENT	DATE	CONTACT
WINTER RECESS	December 17, 2018 – January 4, 2019	
NEW YEAR'S DAY	January 1, 2019	
Second Semester Begins	January 7, 2019	
AALA Executive Board Meeting	January 7, 2019 4:30 p.m.	Javier Melendez, 213.484.2226
Special Education Principals' Meeting at Beaudry 17-117	January 10, 2019 8:00 a.m. – 4:30 p.m.	Melissa Winters, 213.749.8310 or mrw4766@lausd.net

LOS ANGELES UNIFIED SCHOOL DISTRICT

44TH ANNUAL BAND AND DRILL TEAM CHAMPIONSHIPS

SATURDAY, DECEMBER 1, 2018
9:00 A.M. – 8:00 P.M.

EAST LOS ANGELES COLLEGE
1301 AVENIDA CESAR CHAVEZ
MONTEREY PARK, CA 91754

\$12 Adults
\$10 Students with Student ID
\$5 Children (under 12), Seniors (over 55+), Veterans, Disabled Individuals

For more information:
213-241-3536
www.btb.lausd.net



**RRoy
ROMER
MIDDLE SCHOOL**

**10 Year School Celebration!
Saturday, December 1, 2018
10 am to 1 pm**

*Come celebrate with our school community
the 10th Year Anniversary of Roy Romer Middle School!*

PRIZES-TOURS-CLASSIC CARS-PERFORMANCES-GAMES

5601 Laurel Canyon Blvd. North Hollywood, CA 91606
<http://romerms-laUSD-ca.schoolloop.com>
818.505.2200

NEWS FLASH: Governor Romer will join the celebration on
Saturday, December 1.

Associated Administrators of Los Angeles

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

PRINCIPAL, ELEMENTARY

Point Fermin Marine Science Magnet School, Local District South, MST 40G, E Basis. For more information, contact **Gina M. Ellis**, Director, at 310.354.3400. Application deadline is 4:00 p.m., Thursday, December 13, 2018.

PRINCIPAL, ELEMENTARY

Weemes Elementary School, Local District Central, MST 42G, E Basis. For more information, contact **Francisco Gonzalez**, Director, at 213.241.0126 or francisco.gonzalez@lausd.net. Application deadline is 5:00 p.m., Friday, December 14, 2018.

PRINCIPAL, CONTINUATION HIGH SCHOOL

Mission Continuation High School, Local District Northeast, MST 38G, E Basis. For more information, contact **Michelle Barker**, Director, at 818.252.5400 or mab3993@lausd.net. Application deadline is 5:00 p.m., Thursday, December 13, 2018.

ASSISTANT PRINCIPAL, SECONDARY

South Gate High School, Local District East, MST 41G, B Basis. For more information, contact **Gerardo Loera**, Lead Director, at 323.224.3100. Application deadline is 5:00 p.m., Friday, December 7, 2018.

ASSISTANT PRINCIPAL, ELEMENTARY

Fries Avenue and Bandini Street Elementary Schools, Local District South, MST 37G, B Basis. For more information, contact **Gina M. Ellis**, Director, at 310.354.3400. Application deadline is 3:00 p.m., Thursday, December 6, 2018.

ASSISTANT PRINCIPAL, ELEMENTARY

Hawaiian Avenue and 122nd Street Elementary Schools, Local District South, MST 38G, B Basis. For more information, contact **Gina M. Ellis**, Director, at 310.354.3400. Application deadline is 3:00 p.m., Friday, December 7, 2018.

CLASSIFIED

CONSTRUCTION MANAGER

Project Execution Branch, Facilities Services Division, \$124,600 - \$155,000, 12-month position. For more information, click [HERE](#). Application period is open until the position is filled.

Associated Administrators of Los Angeles

PREVIOUSLY ANNOUNCED POSITIONS

CLASSIFIED POSITIONS	LOCATION	CONTACT	DEADLINE
<i>DEPUTY ENVIRONMENTAL HEALTH & SAFETY DIRECTOR</i> \$117,797 - \$145,916, 12-month position	Office of Environmental Health & Safety	Click HERE	When Filled
<i>RESIDENT CONSTRUCTION ENGINEER</i> \$107,000 - \$132,500, 12-month position	Facilities Project Execution Branch, FSD	Click HERE	When Filled
<i>STRUCTURAL ENGINEER</i> \$102,700 - \$127,500, 12-month position	Architectural & Engineering Services, FSD	Click HERE	When Filled
<i>ORACLE DEVELOPER</i> \$99,500 - \$123,500, 12-month position	Information Technology Division	Click HERE	When Filled
<i>FACILITIES ACCESS COMPLIANCE SPECIALIST</i> \$89,300 - \$110,800, 12-month position	Access Compliance Unit, FSD	Click HERE	When Filled
<i>PROGRAM SCHEDULER</i> \$87,099 - \$108,064, 12-month position	Facilities Services Division	Click HERE	When Filled