



# UPDATE

ASSOCIATED ADMINISTRATORS OF LOS ANGELES

WEEK OF AUGUST 19, 2024

## MOVING THE NEEDLE

Dear Esteemed AALA Members,

Your continuous voices are crucial to measure the culture and climate of our working conditions. The calls, emails, and texts let me know there is much work to do for individual members and for the body as a whole. Please continue the open communication with me to ensure I am pursuing the right agendas, issues, and closing the loops.

I have been in continuous communication with Dr. Kristen Murphy, Associate Superintendent of Talent and Labor Relations, and Dr. Frank Serrato, Chief Human Resources Officer regarding assistant principal assignments. I am pleased to share I have signed an important side-letter agreement between the Associated Administrators of Los Angeles (AALA) and the Los Angeles Unified School District (LAUSD).

Our collective efforts have resulted in a Reassignments/



Displacement Rights letter covering the following roles:

**Assistant Principal, Secondary (AP, SEC)**

**Assistant Principal, Elementary (AP, ELR)**

**Assistant Principal, Elementary Instruction Specialist (APEIS)**

*An employee who is on the reassignment list who receives an offer of an AP, SEC; AP, ELR; or APEIS assignment that is outside of the original Region from which they were displaced, may decline the offer without losing their place on the reassignment list. In these cases, Article IX, Section 4.6 will NOT be applied.*

*If, however, an employee who is on the reassignment list declines two (2) offers of an AP, SEC; AP, ELR; or APEIS assignment within the original Region from which they were displaced, Article IX, Section 4.6 will be applied, and their name will be deleted from the reassignment list.*

*This side letter is for the 2024-2025 school year and will sunset on June 30, 2025.*

The letter reaffirms our commitment to providing service and support to you and puts us on the road to **building communication, transparency, collaboration and partnerships**. Moreover, it is proof positive of what can be achieved when we work together and advocate for the collective needs.

On a similar note, as schools opened, members communicated significant concerns about the

# ASSOCIATED ADMINISTRATORS OF LOS ANGELES

## WEEK OF AUGUST 19, 2024

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POSITIONS AVAILABLE (LINKS)

### AALA STAFF:

**Maria E. Nichols, President**

#### **Administrators**

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

#### **Consultants**

Irene Hyland

#### **Field Representatives**

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  
Marissa Tindel

#### **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](http://www.aala.us)  
Email [office@aala.us](mailto:office@aala.us)  
Update (assistance) [info@aala.us](mailto:info@aala.us)



## NEEDLE FROM PAGE 1

reassignment of itinerant staff and its effects to stability and continuity for schools. Frequent changes in staff invite disruptive environments. This makes it harder for students to build stronger relationships and for administrators to foster nurturing and supportive environments.

In my ongoing meetings with Dr. Murphy, she explained new UTLA contractual language regarding the “Matrix process for Itinerant Employees.” Below is the language from the newest UTLA contract:

### *12.0 Uniform Staffing Procedure for Itinerant Assignments:*

*Dependent on the administrative structure of the itinerant department, the District shall provide itinerant employees with a tentative list of available positions or programs/regions/Local Districts/administrative/supervisory areas prior to the distribution of the preference form, however the parties acknowledge that the tentative list is based on projections and therefore subject to change. Supervisors shall assign itinerant employees by an assignment method determined by each itinerant program in consultation with the UTLA Chapter Chair, in order of seniority considering other factors such as District/Program need, continuity of services, geography and the unique/area expertise of the service provider. The only exception shall occur when the supervisor reasonably determines with documentation that any specific assignment is not in the best interest of the education program. If the exception determination is disputed, the employee may appeal the initial assignment to the Department Head or designee for final resolution of the matter. \* The District shall make every effort to notify the employees of assignment changes no less than one (1) week before the end of the school year with the understanding that such assignments are subject to change.*

*\*Refer to the parties’ “Itinerant Assignment Dispute Resolution Process” MOU for the Spring of 2024 and Spring of 2025.*

Understanding the language from the UTLA contract will help knowing the exact stipulations and how they affect itinerant assignments. My sharing this along with transparency should help to manage expectations and

planning for adjustments.

In closing, the side letter marks an important milestone in our journey by bringing resolution to key contractual elements. The clarification of language regarding matrices and assignments for itinerant staff reinforces our commitment to mutual understanding and collaboration. This reflects our collective effort and dedication to ensuring important details align with our shared goals.

Let us take a moment to appreciate the joy and sense of purpose our work brings. It is a reminder of the meaningful impact we can have and the importance of nurturing our well-being along the way. By staying attuned to both our professional objectives and personal self-care, we begin fostering a more fulfilling and balanced environment.



Here's to celebrating successes and embracing the journey ahead with both enthusiasm and mindfulness. Thank you for your continued support and dedication.

Together, we are making a difference!

In Solidarity with unwavering resolve and with **One Vision, One Voice, Together Stronger,**

Maria



# LAUSD APPROVED HIGH-IMPACT TUTORING PROVIDER



## WHO WE ARE

Cignition is a K-12 tutoring program, led by experienced educators who **produce proven, repeatable** results in student success.



Transforming  
Virtual  
Tutoring

## WHAT WE DO

Our research-based approach focuses on data-informed instruction and collaborative learning, encouraging **student-to-student interaction** to build **deep conceptual understanding**.



Giving  
Students That  
"I get it!"  
Moment

## WHERE TO FIND US

We're already in classrooms all over Los Angeles Unified School District and we'd love to add you to our ranks!



Helping Educators  
Get Students Back  
**ON Track and ON  
Grade Level**

## CONTACT US NOW:



(510) 946-7750 ext. 6



[dalcaraz@cignition.com](mailto:dalcaraz@cignition.com)



[www.cignition.com](http://www.cignition.com)

## AAALA NEWS

AAALA President Maria E. Nichols addressed the School Board on August 13th. She spoke to the onerous burdens frontline school managers face with the decimation of assistant principals. Click [HERE](#) to watch her comments.

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### HAVE YOU MOVED HOME OR WORK LOCATION?

Please email [office@aala.us](mailto:office@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](mailto:office@aala.us) 24/7.



### ARE YOU A NEW ADMINISTRATOR OR CANCELED MEMBERSHIP?

Becoming an AALA active member with the benefits of [AAALA 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](mailto:info@aala.us) or [office@aala.us](mailto:office@aala.us) for assistance.

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## AAALA LAUNCHES ENHANCED COMMUNICATIONS

AAALA launched a new private Facebook group for active AALA members and retired associates to receive up-to-date communications and share concerns. On July 22nd active members and retired associates received an email with a Google link requesting contact information. Once you share some information with AALA you will receive an invitation to join the group. Not a member? Use the QR code above to join!

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## INTEREST GROUP CONTACT INFORMATION

**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>

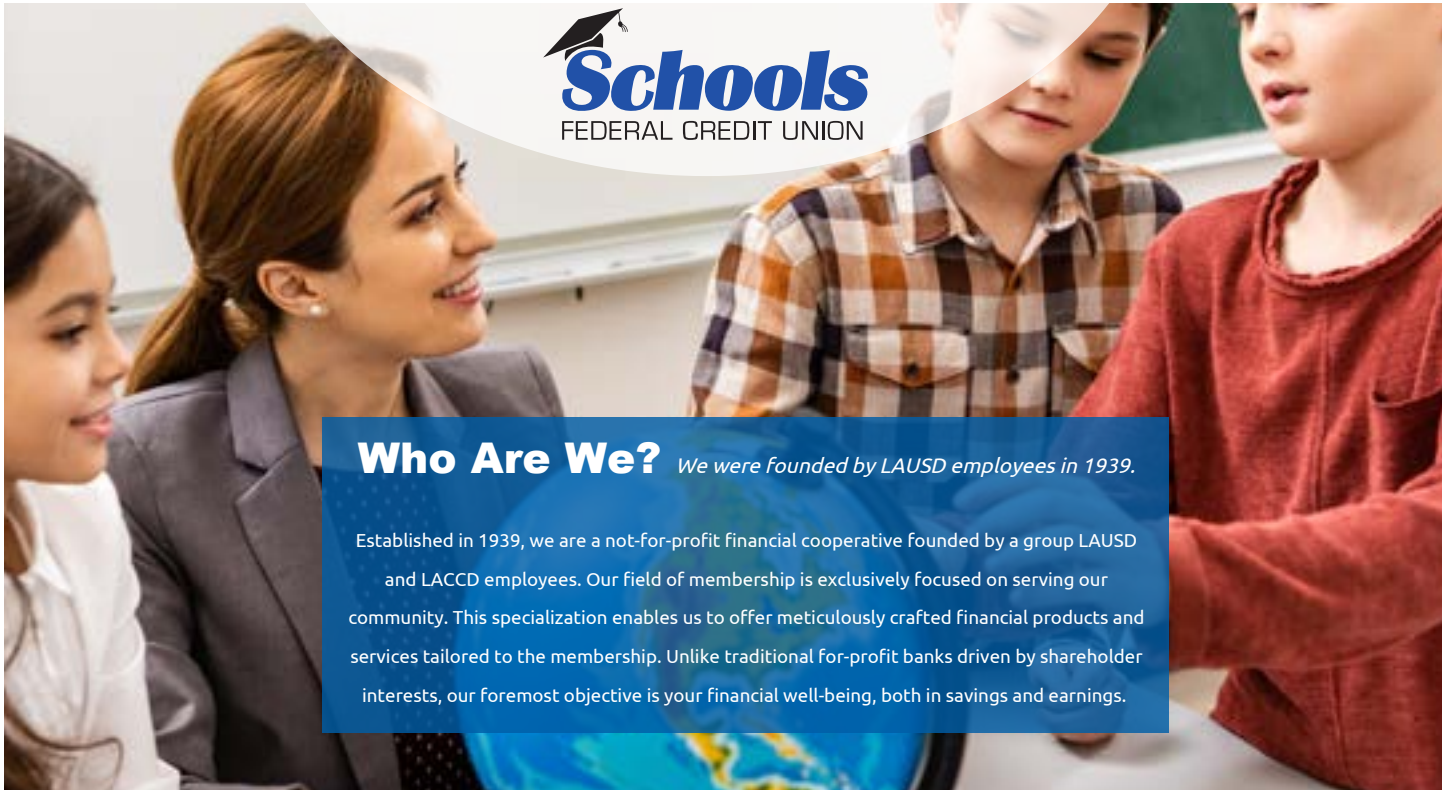
**You seek COBA information? <https://www.cobalausd.net>**

**Can't find CMAA?**

<https://www.instagram.com/cmaa.lausd/>

<https://www.instagram.com/cobalausd/>





**Who Are We?** *We were founded by LAUSD employees in 1939.*

Established in 1939, we are a not-for-profit financial cooperative founded by a group LAUSD and LACCD employees. Our field of membership is exclusively focused on serving our community. This specialization enables us to offer meticulously crafted financial products and services tailored to the membership. Unlike traditional for-profit banks driven by shareholder interests, our foremost objective is your financial well-being, both in savings and earnings.

**Current School Employees**

- Rate Reduction Auto Loan <sup>1</sup>  
*(reduce your current or offered rate by 2%!\*)*
- Summer Safeguard Savings Account <sup>2, 3</sup>  
*(Prepare for the summer and get rewarded)*
- Classroom Supply Loan <sup>2, 4</sup>  
*(Borrow up to \$1,000 @ 0% for 12 months)*
- Utility Loan for Classified Employees <sup>2, 4</sup>  
*(Borrow up to \$1,000 @ 0% for 12 months)*
- Technology Loan <sup>2</sup>  
*(Borrow up to \$2,500 @ 1% for 24 months)*
- Mortgage Programs <sup>5</sup>

**And so much more...**

- Free Checking
- Free Savings / Holiday Account / U Name It!
- Individual Retirement Accounts
- Debt Consolidation Loan
- Non Variable - Visa Credit Card
- Personal Loan (Special Occassions)
- Credit Builder / Rebuilder Loan Programs
- Auto Buying Services

**More Branch & ATM access than most!**



**Nationwide Branch and ATM Access**

- +5,000 Nationwide Branches (Service Centers)
- +30,000 Surcharge Free ATMs



**Join Today!**



**www.SchoolsFCU.org**  
**(866) 459-2345**

As of 4/1/2024, all applications are subject to approval. Rates are subject to change. The actual terms will vary based on the borrower's or borrowers' characteristics. <sup>1</sup> Floor rate at 5.65% for 72 months. <sup>2</sup> Direct deposit or payroll deduction from a qualified source is required. <sup>3</sup> Maximum monthly contribution of \$2,000. Total deposit will be transferred to Primary Share account on the first business day of July. This is a variable rate account. As of the date of this advertisement, 6.60% APY / 6.44% Rate. <sup>4</sup> Must be a current school employee (classified or certificated). <sup>5</sup> Visit our Home Loan Center at www.SchoolsFCU.org. + Access provided by COOP. Service restrictions may apply.

Federally insured by the NCUA | Supplementary coverage is provided by ASI.

# HEALTHCARE

## FAQS *Keeping Your “Outdoor” Kitchen & Table Safe*

Hot summer days are in full swing. With temperatures soaring to unbearable, who wants to cook in this heat? Summer is a great time for get-togethers and sumptuous barbecues. With Labor Day around the corner, here’s a gentle reminder that bacteria can thrive in hot weather and cause foods to spoil more rapidly. Grilling also poses a potential fire threat. A little preparation ahead of time will keep you gliding smoothly into fall:

### Fire Safety

- Never grill indoors.
- Locate your grill in the open at least 10 feet away from your house, garage, and combustibles.
- Check for leaks on your gas grill by rubbing soapy water on hoses and valves.
- Never add charcoal starter fuel to ignited coals.
- Keep a spray bottle of water handy for minor flareups.
- Keep a fire extinguisher nearby.
- Clean grill of grease and fat build-up every time you use it to prevent sources of potential flare-ups.



### Food Preparation



- Wash your hands before and after handling meats and poultry.
- Keep meats and poultry refrigerated until ready to grill.
- When grilling several different

types of meats and/or poultry, keep them separated to avoid cross contamination.

- If marinating, always do so in sealed containers and refrigerate. If using marinade as a sauce after

cooking, set aside a portion before adding to meats. If already added to meats, boil the marinade to kill harmful bacteria.

- Wash any utensils or brushes used on raw meat or poultry before reusing on cooked food to prevent cross-contamination. When finished grilling, use a clean utensil to transfer the meats/poultry to your serving platter.

### Grilling

- Use an instant-read thermometer to check for doneness; remember to wash the thermometer’s stem with hot, soapy water or disposable wipes to avoid cross-contamination after using and before inserting in a different meat.
- The Centers for Disease Control says you can ensure your meats have been cooked hot enough to kill harmful bacteria by using a quick-read food thermometer. Meats are safely cooked at the following temperature readings (after rest time):
  - ◆ 145°F—whole cuts of beef, pork, lamb, and veal (rest-time of 3 minutes at this temperature)
  - ◆ 145°F—fish
  - ◆ 160°F—hamburgers and other ground beef
  - ◆ 165°F—all poultry and pre-cooked meats, like hot dogs



### Avoiding Food Spoilage after Grilling

When eating al fresco on days above 90° F, food should not sit out for more than one hour.

For additional resources, click on [How to Grill Safely and Foods That Can Cause Food Poisoning.](#)



**PLEASE JOIN US  
TO SUPPORT**

# **Scott Schmerelson**

**Candidate for Re-Election, LAUSD School Board**



**Thursday, August 22, 2024**

**5:00PM – 7:00PM**

**At The Home Of  
Roxsana Jaber-Ansari  
4926 Alhama Dr.  
Woodland Hills, CA 91364**

**Hosts \$1300 Sponsors \$500 Patrons \$250 Community Supporter \$99**

*All contributions welcome. No one will be turned away for lack of funds.*

**Contribute to the event online by clicking [HERE](#)**

**RSVP to Farrell Bender  
[nancydolanassociates@gmail.com](mailto:nancydolanassociates@gmail.com)**

**Or RSVP via texting 818-633-8678**

*Paid for by Schmerelson School Board 2024-General (ID # 1468154)  
419 N. Larchmont Blvd. #37, Los Angeles, CA 90004  
Additional information available at [Ethics.lacity.org](http://Ethics.lacity.org)*



**Scott Schmerelson August 22, 2024 Event**

Yes, I will attend the event.  I am unable to attend but will contribute \$\_\_\_\_\_

Enclosed is my contribution for \$1300\_\_ \$1000\_\_ \$500\_\_ \$250\_\_ \$99\_\_ \$50\_\_ Other\_\_

Type of contribution:

**Mail contributions to: 419 North Larchmont Blvd., #37, Los Angeles, CA 90004**

Cash (\$30 maximum)  Check made payable to Scott Schmerelson for School Board 2024-General.

Credit card:

Name on Card: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Card Number: \_\_\_\_\_ Security Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**The information and certifications below are required by law**

***I am an individual, and this contribution is from my personal funds.***

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street (no PO boxes) City State Zip Code

Occupation: \_\_\_\_\_

I am:  Self-employed, and the name of my business is:

\_\_\_\_\_

Not self-employed, and my employer is:

\_\_\_\_\_

***I am a business, and this contribution is from my business funds.***

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street (no PO boxes) City State Zip Code

I certify the following:

- *This contribution is not being made under a false name, is not being made under another person's name, and has not been and will not be reimbursed.*
- *This contribution does not cause me to exceed my contribution limit of \$1300. I understand that all contributions I make to this candidate or committee must be cumulated. I understand that a contribution from another individual or entity whose contribution activity I control, such as a business that I own or control, must be aggregated with this contribution, and both contributions will be treated as a single contribution from me.*
- *I am a United States citizen or a lawfully admitted permanent resident (i.e., green card holder).*

**I certify under penalty of perjury under the laws of the City of Los Angeles and the state of California that all of the information above is true and correct.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title (if signing for a business)

Paid for by Schmerelson School Board 2024-General (ID #1468154)  
419 N. Larchmont Blvd. #37, Los Angeles, CA 90004  
Additional information available at [Ethics.lacity.org](http://Ethics.lacity.org)



# UPDATES

## 2024-2025 New Principal Support Mentor Program

The new memorandum for the 2024-2025 New Principal Support (NPS) Mentor Program is now available. Interested principals can find more information about applying to be an NPS mentor [here](#). All mentor applications are due on Monday, August 26, 2024. Please email [NPSMentor@lausd.net](mailto:NPSMentor@lausd.net) with any questions.

## 2024-25 Aspiring Administrator Programs

The Aspiring Assistant Principal (AAPP) and Aspiring Principal (APP) Programs are the District’s promotional pathway for educators to become school site administrators. These Aspiring Programs will be offered in the 2024-2025 school year. Interested candidates may find the application using the following links ([AAPP](#) or [APP](#)). Applications are due by Friday, August 23, 2024 at 3:00 p.m. If you have any questions, please contact Rosie Elmore at [rguerr9@lausd.net](mailto:rguerr9@lausd.net) for APP and Alex Wagner at [amw0437@lausd.net](mailto:amw0437@lausd.net) for AAPP.

## **EDUCATOR DEVELOPMENT AND SUPPORT**

### Evaluation Plans and Rostering Staff for Evaluation in 2024-2025

Educator Development and Support evaluation plans for 2024-2025 have been loaded on MyPGS. View the [Rostering IOC](#) for more information on rostering certificated staff for evaluation and the [Frequency of Evaluation Policy](#) for guidance on whom should be evaluated, and due dates for the following evaluation plans:

	<b>Administrator Timelines</b>	<b>Teacher Timelines</b>
Submit Initial Growth Plan	A 08/9/2024 E 08/23/2024 B 09/06/2024	IPS & Focus Element Selection A Basis: 8/9/24 All other Basis: 9/20/24
Initial Growth Planning Conference	A 08/23/2024 E 09/06/2024 B 09/20/2024	A Basis: 8/23/24 All other Basis: 10/4/24

### Educator Development and Support Certification Training (EDSSL and EDST)

Educator Development and Support offers various trainings to support administrators in the growth and development process. Please see the following, if you have further questions, please contact [Heather Lower Lowe](#) or [Jeff White](#).

<b>Training</b>	<b>Participants</b>	<b>Description</b>	<b>Keyword/MyPLN Link</b>
EDST Observer Certification	Administrators evaluating teachers	Observer and evaluate teachers	<a href="#">Observer Certification</a>
EDST 201	Administrators evaluating teachers	Review the EDST processes, Teaching and Learning Framework and Informal Observation Tool.	<a href="#">EDST 201</a>
EDSSL Observer Certification	Principals and Principals Supervisors	Observe and evaluate leaders	<a href="#">EDSSL Certification</a>
EDSSL 101	School site administrators	Overview of the evaluation process	<a href="#">EDSSL 101</a>
EDSSSA 101	School Support Administrators	Overview of the evaluation process	<a href="#">EDSSSA101</a>

# Are you sticking your head in the sand? The time to plan is NOW!!!



Unplanned long-term care costs can push you into serious financial distress. Get long-term care coverage before a health crisis prevents you from qualifying. You may email the completed form below to [info@siltc.com](mailto:info@siltc.com). If you have any questions, please call the number below. Group Discounted rates available for AALA Members, Spouses, Family Members, and Retirees.

Offered by Specialists in Long Term Care Insurance Services, Inc. | **1-800-764-6585**

Member's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Best Time to Call: \_\_\_ AM/ PM Email: \_\_\_\_\_

Please return questionnaire to:  
**Specialists in Long Term Care Insurance Services, Inc. (SILTC)**  
an AMBA Company (in CA dba: Association Member Benefits & Insurance Agency)  
P.O. Box 6630  
Auburn, CA 95604-9904

**Associated Administrators Los Angeles (AALA) Approved Group Long Term Care Insurance Plan**

# ASSOCIATED ADMINISTRATORS OF LOS ANGELES

## UPDATES FROM PAGE 10

### MyPGS Informal Observations

The Informal Observation Tool has been updated for mobile-friendly operation on iOS and Android phones and tablets. Improvements include mobile responsive layout and speech-to-text features using your device's microphone feature. For quick access to the Informal Observation Dashboard follow this [Job Aid to add a MyPGS dashboard icon to your mobile home screen.](#)

### Zoom Office Hours

The Educator Development and Support (EDS) staff is available to assist you with all phases of the teacher evaluation cycle during virtual Office Hours on Fridays, from 3:00 pm to 4:00 pm, using this Zoom link: <https://lausd.zoom.us/j/81789342230>.

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## 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.