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## LOS ANGELES UNIFIED SCHOOL DISTRICT

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RAMON C. CORTINES  
SUPERINTENDENT OF SCHOOLS

October 30, 2009

To the LAUSD Staff and Community:

On Tuesday of this week, I presented an overview of the application process for the 2009-10 school year. I was excited our conversation focused on the different models we should learn from to help support our schools and how we can better engage parents in this process. Based on our conversations, this week's update will provide more details on the following two areas.

1. **Engagement Schools:** An Engagement School is a school where the staff and/or parents initiate the Public School Choice process to explore alternative school models (i.e., pilot, iDesign, charter, etc.) to accelerate increases in student achievement. It does not automatically mean a school will adopt a new school model. Staff or parents that sign up to be an Engagement School make a commitment to be active participants in the Public School Choice Process (i.e. review school data, attend community meetings, etc.)

The goal of Engagement Schools is to provide additional information to staff and/or parents to authentically engage them in improving their schools rather than a technical step of obtaining a certain number of signatures.

Signatures collected from either 50 percent of all staff at a Program Improvement (PI) year 3-5+ school (all certificated and classified staff) or 50 percent of all existing parents at a PI year 3+ school and parents with children eligible to attend the PI year 3+ school (parents of children who attend feeder schools) starts the Public School Choice process (i.e., Letters of Intent submitted, Community Discussions, Full Application Submission, Review Process, Advisory Vote, Superintendent Recommendation, Board Vote.)

Number of signatures required at each grade level:

- **Elementary Schools:** Signatures from 50% of the parents (one signature per student enrolled) attending the elementary school and all of the feeder early childhood centers are required.
- **Middle Schools:** Signatures from 50% of the parents (one signature per student enrolled) attending the middle school, all of the feeder elementary schools, and all of the feeder early childhood centers are required.
- **High Schools:** Signatures from 50% of the parents (one signature per student enrolled) attending the high school, all of the feeder middle schools, all of the feeder elementary schools, and all of the feeder early childhood centers are required.

Signature Collection Process:

Step 1: Interested Program Improvement year 3+ school communities access Engagement Schools Signature Template (see attached), School Report Cards, and Public School Choice Brochure from [www.lausd.net](http://www.lausd.net)

Step 2: Interested school communities educate staff and parents about the school via the School Report Card and potential school models via the Public School Choice Brochure

Step 3: Interested school communities collect signatures

Step 4: Completed signature sheets for the 2009-10 school year will need to be submitted to the Superintendent (333 S Beaudry Ave, 24th Floor, Los Angeles, 90017) before Letters of Intent are due (November 15, 2009). For subsequent years, there will be an establish cutoff date.

2. **Public School Choice Process for Charter School Operators:** Charter School Operators with a proven track record may apply to operate a school within LAUSD in one of two ways:

**Option 1:** Charter operator may apply to operate a District school by partnering with the iDesign Division or through the Pilot School Initiative.

This option requires a plan to go through the Public School Choice process and the process established for authorizing pilot or iDesign school plans.

**Option 2:** Apply to operate a District school as an independent or dependent charter operator.

This option requires the petitioner to submit go through the Public School Choice process and initiate a charter petition through the Charter Schools Division.

No petitioner will be granted the authority to operate an LAUSD school through the Public Schools Choice Resolution without going through the designated procedure as established by the Los Angeles City Board of Education.

As indicated in the Public School Choice Application process Charter School Operators, must serve all students (in terms of demographics, including but not limited to race/ethnicity, gender, socio-economic status, English Learners, Standard English Learners, students with disabilities, foster care placement).

As a reminder, Letters of Intent for each school are due **by November 16**. The Letter of Intent template may be found on the website [www.lausd.net](http://www.lausd.net) (click on the Public School Choice link) and must be sent to [psc@lausd.net](mailto:psc@lausd.net)

I also welcome your continued feedback and when appropriate, we will modify and improve our process and materials. Based on this week's conversation, you may find the latest materials at [www.lausd.net](http://www.lausd.net)

I mentioned on Tuesday, change is difficult, but it is necessary for us as adults to work together to and focus on what is in the best interests of our students.

Thank you,



Ramon C. Cortines  
Superintendent of Schools

**2009-10 LAUSD Public School Choice: Engagement School Signature Sheet**

**LAUSD Agreements:**

- Agrees to provide electronic access to School Report Cards and the Public School Choice brochure via [www.lausd.net](http://www.lausd.net)
- Agrees to allow schools that have submitted before the Letter of Intent deadline (11/16/09) signatures from 50 percent of staff and/or parents to participate in the Public School Choice process (i.e., Letters of Intent submitted, Community Discussions, Full Application Submission, Review Process, Advisory Vote, Superintendent Recommendation, Board Vote.) for the upcoming year.

Print Name: Ramon Cortines

Signature \_\_\_\_\_

**Signature Collector Agreements:**

- I agree to provide the School Report Card & Public School Choice Brochure to all potential signors.
- I agree to not provide incentives (monetary or non monetary) to signors in order to receive their signature
- I agree to not mislead parents about the purpose of this signature sheet.

School \_\_\_\_\_ Print Name \_\_\_\_\_ Signature \_\_\_\_\_

**Signor Agreements:**

- I confirm I have received and read the School Report Card & Public School Choice Brochure
- I confirm I have not received incentives (monetary or non monetary) in order to sign this petition.
- I commit to being an active participant in the Public School Choice process (review school data, attend community meetings, etc.)
- I would like to have my school included in the Public School Choice process

School \_\_\_\_\_ Print Name \_\_\_\_\_ Signature \_\_\_\_\_

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Appendix: Public School Choice Process Development Timeline

Date	Activities
Week of 8/24	<ul style="list-style-type: none"> <li>- Resolution Adopted by Board 8/25</li> <li>- Begin working on draft process</li> <li>- <i>Weekly Update: Superintendent Summary of Process</i></li> </ul>
Week of 8/31	<ul style="list-style-type: none"> <li>- Distribute draft process and templates</li> <li>- <i>Weekly Update: Draft process and rubric</i></li> </ul>
Week of 9/7	<ul style="list-style-type: none"> <li>- Post materials at <a href="http://www.lausd.net">www.lausd.net</a></li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Update on the timeline</i></li> </ul>
Week of 9/14	<ul style="list-style-type: none"> <li>- API scores released 9/15</li> <li>- Identify schools that will participate in the process for the 2010-11 school year <i>(Update: list of schools will be released on 9/25)</i></li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Superintendent determines lists of schools that will participate in RFP process (Update: list of schools will be released on 9/25)</i></li> </ul>
Week of 9/21	<ul style="list-style-type: none"> <li>- Update at Board of Education Meeting (9/22)</li> <li>- Workforce Stability Taskforce Kickoff (9/24 from 2:30-4pm)</li> <li>- Local Districts host community meetings (to be scheduled at specific schools) <i>(Update: community meetings will not start until focus schools have been identified - after 9/25)</i></li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Updates to Frequently Asked Questions &amp; (Update: list of schools will be released on 9/25)</i></li> </ul>
Week of 9/28	<ul style="list-style-type: none"> <li>- Revise process and rubric</li> <li>- Local Districts host community meetings (to be scheduled at specific schools)</li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Updated document distributed</i></li> </ul>
Week of 10/5	<ul style="list-style-type: none"> <li>- Workforce Stability Taskforce (10/5 from 1pm-2:30pm)</li> <li>- Local Districts host community meetings (to be scheduled at specific schools)</li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Updates to Frequently Asked Questions</i></li> </ul>
Week of 10/12	<ul style="list-style-type: none"> <li>- Local Districts host community meetings (to be scheduled at specific schools)</li> <li>- Continue collecting feedback via email <a href="mailto:superintendent@lausd.net">superintendent@lausd.net</a></li> <li>- <i>Weekly Update Email: Updates to Frequently Asked Questions</i></li> </ul>
Week of 10/19	<ul style="list-style-type: none"> <li>- Final revisions</li> <li>- Workforce Stability Taskforce (10/20 from 1:00-3:00pm)</li> <li>- <i>Weekly Update Email: Process and rubric documents distributed</i></li> </ul>
Week of 10/26	<ul style="list-style-type: none"> <li>- Presentation to the Board (10/27)</li> <li>- <i>Weekly Update Email: Summarize results from the Board Meeting</i></li> </ul>