

NW



New Parent Center Staff Professional Development

“Tools for Schools”

Thursday, October 1, 2020

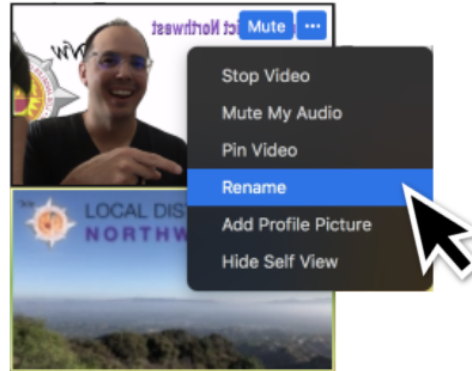
Parent and Community Engagement Unit
(PACE)

Name

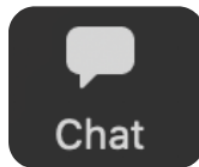
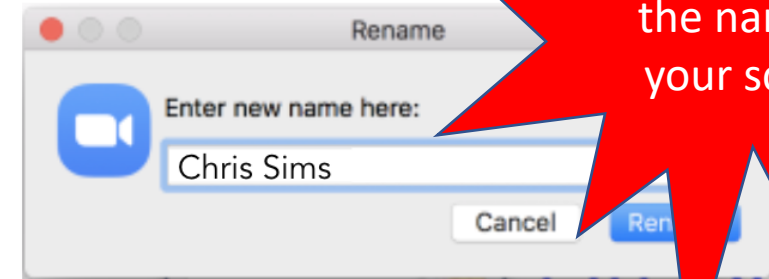
1 Click the 3-dot icon in your video tile



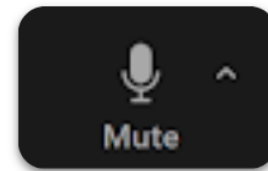
2 Click "Rename"



3 First and last name



Use Chat to post questions



Remain on mute when not speaking

Know the Rules



ZOOM NORMS/ SIGN-IN



Please use the attendance link from the chat to sign-in.



Please be mindful of speakers-All questions will be gathered from the chat box



Agree to disagree



Students are the priority



WELCOME

SIGN in Form:

<https://forms.gle/ptMVY5MkqU5eG2ZbA>



How do you feel today?

Inclusion Activity

FEELINGS AND EMOTIONS



Feelings and Emotions

- | | | |
|---|---|---|
| happy  | afraid  | content  |
| sad  | surprised  | hot  |
| upset  | shocked  | cold  |
| angry  | astonished  | overjoyed  |
| cross  | sleepy  | excited  |
| grumpy  | tired  | glad  |
| worried  | embarrassed  | |
| scared  | confused  | |

Please take 44 seconds to type a **WORD** in the **CHAT** feature that describes how you feel about your position as the Parent Center Staff?

Parent Education Support Assistants CoS Assistants formerly known as PESAS

- Canoga Park/Chatsworth **COS-Alice Lee**
- Cleveland COS- **Sally Soliman**
- Kennedynahsvaas COS- **Kate Vinas**
- Monroe COS- **Sue Deleo**
- Reseda COS-
- Taft COS-**Layne Wong**





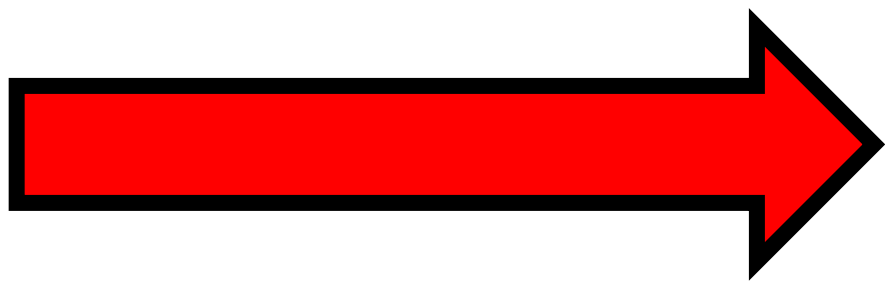
How to get to LAUSD Resources



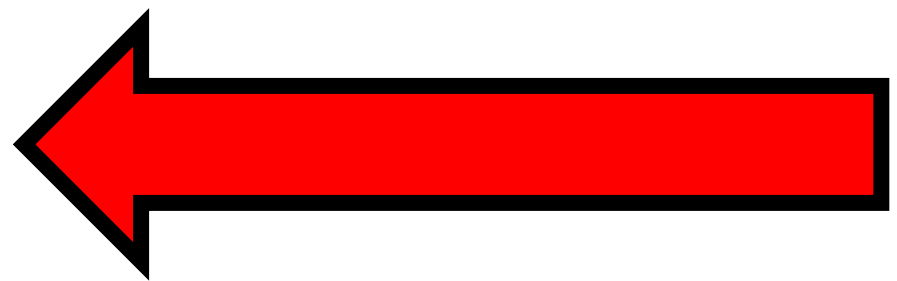
Latest
News

Watch: Update from the
Superintendent on Monday,
September 14th

Available in English and Spanish closed caption, ASL
Stream on lausd.net



Lausd.net



Families

Employees

Board of Educ

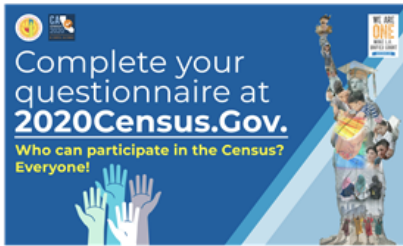


Families



Parent and Community Services

Parent and Community Services



Parent Portal - Click for Info

Student Services - Click for Info

Dyslexia Awareness Resources - Click for Info

PCS Tech Talks - Click for Info

LAUSD Mobile Application - Click for Info

Open Data Dashboard - Click for Info



RESOURCES!

[Home](#)

[Parents](#)

[Community](#)

[Volunteers](#)

[Committees](#)

[Tools for Schools](#)

[Contact Us](#)



[Click here for family resources available during the Covid-19 school closures](#)

When schools, families, and community groups work together to support

Family Hotline

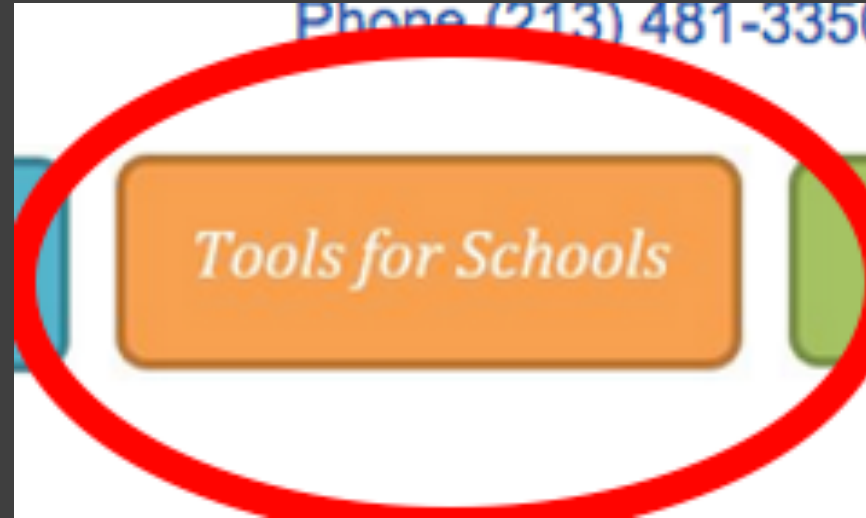
(213) 443-1300

For assistance accessing information on this page, you may call the district's hotline

Tools for School



LAUSD Single Sign On
(SSO)



- Sign in using your lauds.net email and your password

Parent Workshops

Parent Portal

School Experience Survey

Phone (213) 481-3

Tools for Schools

These boxes will
take you to the
information you
are looking for!

LAUSD Single Sign
On (SSO)



- Home
- Parents
 - California Content Standards
 - College and Career Readiness
 - Digital Citizenship
 - Graduation Requirements Video
 - LCAP and Title I
 - Parent Education Library
 - Parents' Rights and Responsibilities
 - Parent Portal
 - School and Office Volunteers
 - School Calendars
 - School Forms and Resources
 - Student Assessments
 - Supporting English Learners
 - Supporting Gifted Students
 - Supporting Students with Special Needs
- Community
 - Parent Rights and Responsibilities
 - School and Office Volunteers
 - School
- Students
 - ASB Leadership Advisors
 - Associated Student Body Presidents
 - The Gathering
 - HS Voter Education

Example of the Resources you have access to when you click here



#2
You will have access

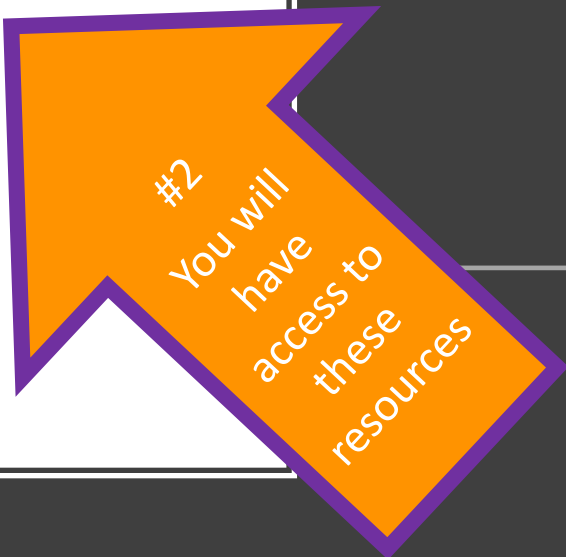
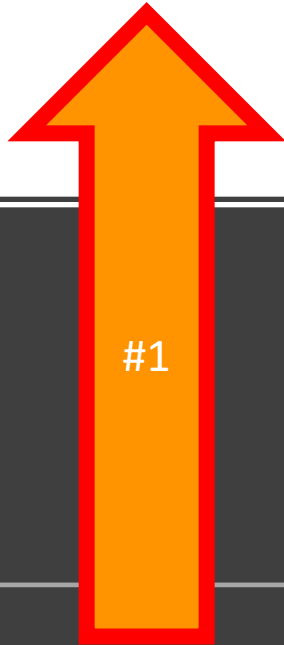
#1
Click here

Click on Parent Workshops



- Volunteers
 - New Application Process
 - Printable Resources
 - School Volunteer Management System
 - Volunteer Bulletin 6542.0
- Committees
 - Community Advisory Committee (CAC)
 - District English Learner Advisory Committee (DELAC)
 - Parent Advisory Committee (PAC)
- Tools for Schools
 - California Content Standards
 - English Learner Advisory Committees
 - Graduation Requirements
 - Monthly Parent Newsletters
 - Parent and Family Centers
 - Parent Workshops
 - Partnership Action Teams
 - Parent Portal Resources
 - School and Office Volunteers
 - School Report Card
 - School Site Councils
 - Title I
- Contact Us

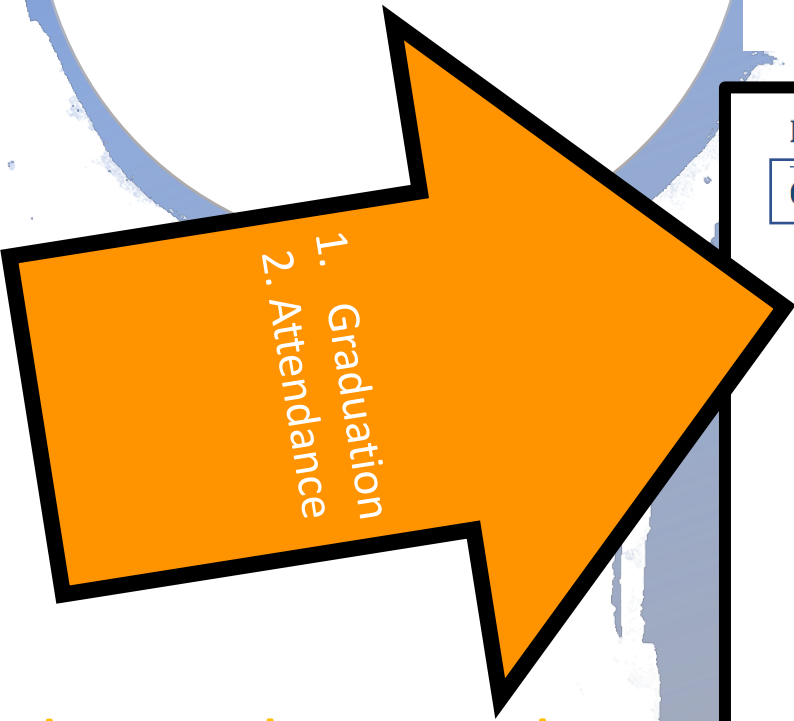
Parent Workshops





KEEP CALM
 IT'S TIME FOR A
MANDATORY MEETING!!!

Parent Workshops



Required- Local Control
 Accountability Plan
 Academic Workshops

Required LCAP Academic Workshops

Graduation Requirements Workshop

- Abbreviated Presentation: English Spanish
- Abbreviated Presenters Guide: English Spanish
- Full Presentation: English Spanish
- Full Presenters Guide: English Spanish
- Handouts
 - Student Schedule Builder English Spanish
 - Student Schedule Answer Key English Spanish
 - Workshop Evaluation Form English Spanish
 - Graduation Requirements Checklist English Spanish
 - Additional Resources English Spanish



Attendance Matters

- Excellent Attendance Predicts Success: The Important Role of Parents
 - o Presentation English Spanish
 - o Facilitator Guide English Spanish

Other Academic Workshops!!!

Other Academic Workshops

Math Practices Workshop

[Math Practice Presentation: English Spanish](#)

[Math Practices Booklet: English Spanish](#)

[Presenters Guide](#)

[Resources](#)

[Standards for Mathematical Practice English Spanish](#)

ELD and ELD Standards Workshop

[ELD and ELD Standards PowerPoint English Spanish](#)

[ELD and ELD Standards Handouts English Spanish](#)

[ELD and ELD Standards Facilitator Guide English Spanish](#)

[ELD and ELD Standards Facilitator Resources English](#)

High Frequency Words Workshop

and MUCH MORE!!

- Language Development Workshop
- Reading Comprehension Workshops
- Supporting Home Learning for All Students
- EL Master Plan Part 1-Identification and Program Options
- EL Master Plan Part II-Reclassification
- ELD and ELD Standards
- DIBELS and Common Core State Standards for Grades K-2
- Elementary College and Career Readiness
- Middle School College and Career Readiness
- Social-Emotional and Behavior Workshops
- Bullying-What every Parents Needs to Know

Parent Workshops





Parent and Family Centers

Tools for Schools





**Student
Success**

Parent and Family Center

Resource Guide

Parent and Family Centers are a critical and essential resource in schools to engage parents as partners in their children's education.

**School and Family
Partnerships**



Parent and Family Centers

Parent and Family Center Resource Guide and Attachments, Revised for SY 20-21:

[Parent and Family Center Resource Guide](#)

[Attachment A - Parent Sign-in Form Template](#)

[Attachment B - Four-Step Planning Team Organizer Form](#)

[Attachment C - Parent Workshops and Activities Survey Sample English and Spanish Form](#)

[Attachment D - Environment Checklist Form](#)

[Attachment E - Parent Workshop Evaluation Sample English and Spanish Form](#)

[Attachment F - Parent and Family Engagement Workshop/Activity Planning Tool Form](#)

[Attachment G - Parent and Family Engagement Monthly Calendar Elementary Sample](#)

[Attachment H - Parent and Family Engagement Monthly Calendar Secondary Sample](#)

[Attachment I - Parent and Family Engagement Monthly Calendar Template](#)

[Attachment J - Parent Education Program Checklist Template](#)

[Attachment K - Parent and Family Workshop Flyer English and Spanish Template](#)

[Attachment L - Blackboard Connect Message English and Spanish Template](#)

[Attachment M - Telephone Script English and Spanish Template](#)

[Attachment N - Guide to Access the Parent Involvement Library English and Spanish Guide](#)

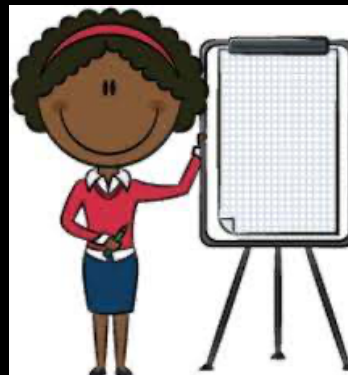
Calendar Templates

[Calendar 1](#)

[Calendar 2](#)

[Calendar 3](#)

Parent and Family Centers



High Frequency Words Parent Workshop

High Frequency Words PowerPoint [English Spanish](#)

High Frequency Words Resources [English & Spanish](#)

Language Development Parent Workshop

Language Development PowerPoint [English Spanish](#)

Language Development Facilitators Guide [English Spanish](#)

Educational Materials and Activities Parent Workshop:

Educational Materials and Activities PowerPoint [Spanish English](#)

Reading Comprehension Parent Workshops:

Module I - Making Predictions PowerPoint [English Spanish](#)

Module I - Making Predictions Facilitator Guide and Handouts [English Spanish](#)

Module II - Drawing Inferences PowerPoint [English Spanish](#)

Module II - Drawing Inferences Facilitator Guide and Handouts [English Spanish](#)

Module III - Author's Purpose PowerPoint [English Spanish](#)

Module III - Author's Purpose Facilitator Guide and Handouts [English Spanish](#)

Supporting Home Learning for All Students

Supporting Home Learning for All Students Presentation [English Spanish](#)

Supporting Home Learning for All Students Handouts [English Spanish](#)

Accessing Parent Brochures from the Division of Special Education

Accessing Parent Brochures from the Division of Special Education [Presentation](#)

Accessing Parent Brochures from the Division of Special Education Handouts [English Spanish](#)

Protocols for Parent Groups to Process Print Resources

AB Each Teach [English Spanish](#)

First Turn Last Turn [English Spanish](#)

Focused Reading [English Spanish](#)

Text Rendering [English Spanish](#)

Testing Preparation Tips

Testing Preparation Tips for Parents [English Spanish](#)

Educational Websites Presentation

Educational Websites Elementary Presentation [English Spanish](#)

Educational Websites Secondary Presentation [English Spanish](#)

Presentations Ready to Go!



gg112100947 GoGraph.com



Parent Involvement Library

Parent and Family Centers

Social-Emotional Workshops that Support Academics

[Bullying: What Every Parent Needs to Know Presentation English Spanish](#)

[Bullying: What Every Parent Needs to Know Handout English & Spanish](#)

Parent Involvement
Library

Monthly Parent
Newsletters



Parent Involvement Library

Parent Involvement Library Los Angeles Unified School District



25 Ways Parents Can Build Children's Self-Esteem



25 Ways Parents Can Read With Children



25 Ways Parents Can Build Responsibility



25 Maneras los padres pueden desarrollar el amor propio de los niños



25 Maneras los padres pueden leer con los niños



25 Maneras los padres pueden desarrollar la responsabilidad en los niños



Video: Parents Can Build Children's Self-Esteem



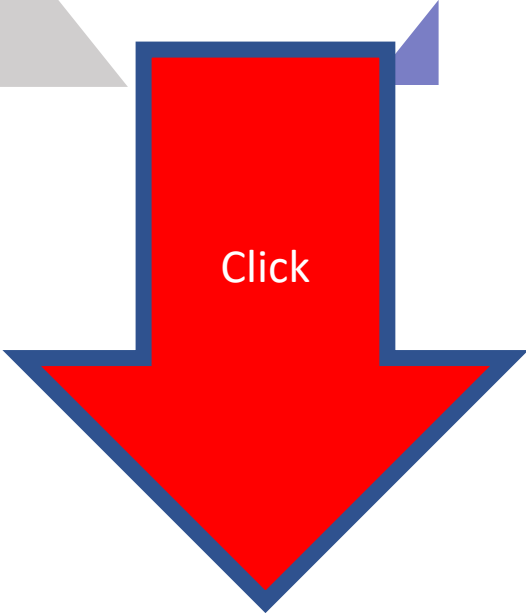
Video: Parents Can Read with Children



Video: Parents Can Build Responsibility in Children

Parent and Family Centers

Parent and Family Centers



Monthly Parent Newsletters



- Math and Science Connection: Beginning Edition - Grades Pre-K - 2**
 - September English Spanish Daily Calendar English Spanish
 - October English Spanish
 - November English Spanish
 - December English Spanish
 - January English Spanish
 - February English Spanish
 - March English Spanish
 - April English Spanish
 - May English Spanish
 - BONUS Titles
- Reading Connection: Beginning Edition - Grades Pre-K - 2**
 - September English Spanish Daily Calendar English Spanish
 - October English Spanish
 - November English Spanish
 - December English Spanish
 - January English Spanish
 - February English Spanish
 - March English Spanish
 - April English Spanish
 - May English Spanish
 - BONUS Titles

Parent Education Library

Parent Involvement Library

Monthly Parent Newsletters

Middle
Schools



Middle Years – Grades 6 - 8

September English Spanish Daily Calendar English Spanish
October English Spanish
November English Spanish
December English Spanish
January English Spanish
February English Spanish
March English Spanish
April English Spanish
May
BONUS Titles

High School Years – Grades 9 - 12

September English Spanish Daily Calendar English Spanish
October English Spanish
November English Spanish
December English Spanish
January English Spanish
February English Spanish
March English Spanish
April English Spanish
May
BONUS Titles



Parent and Family Centers

High
Schools

Monthly Parent Newsletters



Important
Information to
Remember

Community Representatives

3. **Community Representative**...a community person who performs in a liaison role between the school and the community. Schools can purchase a Class-A or Class-C Community Representative.



LOS ANGELES UNIFIED SCHOOL DISTRICT
Human Resources Division

APPROVED:
Rowena Lagrosa
Rowena Lagrosa, Chief Executive Officer
Parent, Community & Student Svcs.
DATE: 3/3/2016

Class Description
COMMUNITY REPRESENTATIVE
(CLASSES A, C, D, AND E)
(Unclassified)

Job Purpose

In accordance with Education Code Section 45258, serves in an unclassified position as an adviser or consultant to the District; participates in such capacities in experimental, developmental, implemental, or evaluative efforts to maximize local educational activities in relation to local community needs.

Reports to

Receives administrative direction from a certificated employee.

Subordinates

Supervision is not typically exercised by Community Representatives A, C, and D. Community Representative E may provide supervision over a group working on an assigned project.

Functions

Essential Functions

1. Assists in identification and resolution of school-community problems.
2. Participates in or leads discussions or workshops.
3. Assists parents with communication to teachers and other school personnel.
4. Interprets to individuals or groups the community attitudes, needs, and desires as they relate to the local educational process.
5. Incorporates community attitudes and ideas into suggestions and proposals regarding the most effective utilization of facilities, methods, and materials to meet local educational needs.
6. Collaborates with other school personnel to coordinate services for parents and provide additional resources.
7. Participates with committees as members or advisers in matters concerning school programs and the community.
8. Participates in meetings and individual discussions with pupils, parents, community, and ethnic organizations regarding District policies and school programs.
9. Maintains the learning and instructional environment of the Parent/Family Center.
10. Attends professional development and training offered by the Local District Parent and Community Engagement (PACE) Team.
11. Writes or speaks on school-community relations matters.
12. Performs related duties as assigned.

Distinguishing Characteristics

Community Representative A (8100) identifies the lowest level of responsibility within the Community Representative series. Primarily, services are limited to advice or interpretation involving school or classroom relationships. (school-based assignment)

Community Representative C (8102) identifies the third highest level of responsibility within the Community Representative series. Primarily, services involve participation as a neighborhood resource adviser to principals, teachers, parents, or program personnel concerned with school-community relations. (school-based assignment)

MARCH 2016

COMMUNITY REPRESENTATIVE
(CLASSES A, C, D, AND E)
(Unclassified)

(A) 8100, (C) 8102
(D) 8103, (E) 8104

Community Representative D (8103) identifies the next-to-highest level of responsibility within the Community Representative series. Primarily, services involve participation by the individual in a group effort relative to school-community matters. (District and local district/division assignment; not a school-based assignment)

Community Representative E (8104) identifies the highest level of responsibility within the Community Representative series. Primarily, services involve direction by the individual of a group effort relative to school-community matters. (District and local district/division assignment; not a school-based assignment)

Qualifications

Knowledge, Skills, Abilities and Personal Characteristics

1. Understanding of the attitudes, desires, and needs of the locality to which assigned.
2. Interest in the total educational process including curriculum, student health and safety, District policies, and social, ethnic, and economic aspects.
3. Ability to speak and write the English language and the predominant language spoken by the community.
4. Utilizes knowledge of technology skills and Microsoft Office Programs.
5. Appropriate appearance and cleanliness.
6. Appropriate manner including poise, tact, good judgment, and ability to work effectively with District personnel, community representatives, and students.

Special Requirements

Residency in the locality to which assigned.

NOTE: Refer to Policy Guide E3 for selection and assignment limitations for Community Representatives.

This class description is not a complete statement of essential functions and responsibilities. The District retains the discretion to add or change typical duties of a position at any time.

IY

MARCH 2016

COMMUNITY REPRESENTATIVE
(CLASSES A, C, D, AND E)
(Unclassified)

(A) 8100, (C) 8102
(D) 8103, (E) 8104

Outreach, Recruitment and Retention

The success of well-attended parent workshops and activities depends on the careful planning of outreach, recruitment, and retention strategies. Investing the time to ensure parents receive frequent and effective communication is essential to a successful parent and family engagement program.

Outreach strategies serve to promote interest and inform parents and community members about parent workshops and school activities offered at the school and community.

Outreach materials should be enticing and attractive to immediately get parents' attention to what they will learn to support their children's achievement and development.

Create Flyers in Multiple Languages

* A question or a catchy-phrase will grab parents' attention and promote interest.

* Translating the flyer into the parents' home language will ensure parents understand the message.

* Include title, presenter's name, date, time, location, and RSVP.



Two-Day Parent Workshop

Example

Nobel Library Digital Resources (Part I)

Topics: Student Resources, Online Magazines, Research, Accelerated Reader, MyMail E-Mail, LAUSD Digital Library, Destiny Library Catalog

Wednesday, October 4, 2017 at 8:30 AM in the Library

To sign-up online, click [here](#) (or visit [NobelMS.com/Parent Center](#))

Public Library Digital Resources (Part II)

Topics: Teen Resources, Parent Resources

Wednesday, October 11, 2017 at 8:30 AM in the Library

To sign-up online, click [here](#) (or visit [NobelMS.com/Parent Center](#))

Would you like to assist your child in finding online resources? Are you overwhelmed by the vast amount of information available on the internet? Do you want to avoid wasting precious time and skip right to the "good sites"?

Join us in the Library on Wednesday, October 4th and 11th at 8:30 AM, when Janet Hamilton, Nobel's Librarian, shares instructional websites that will make internet research a BREEZE!

Recursos Digitales de la Biblioteca Nobel (Parte I)

Temas: Recursos para Estudiantes, Revistas en Línea, Investigación, Lector Acelerado, MyMail E-Mail, Biblioteca Digital LAUSD, Catalogo de la Biblioteca Destiny

Miércoles 4 de octubre de 2017 a las 8:30 AM en la Biblioteca

Para inscribirse, haga clic [aquí](#) (o visite [NobelMS.com/ParentCenter](#))

Recursos Digitales de la Biblioteca Pública (Parte II)

Temas: Recursos para Adolescentes, Recursos para Padres

Miércoles 11 de octubre de 2017 a las 8:30 AM en la Biblioteca

Para inscribirse, haga clic [aquí](#) (o visite [NobelMS.com/ParentCenter](#))

¿Le gustaría ayudar a su hijo/a a encontrar recursos en línea? ¿Esta abrumado por la gran cantidad de información disponible en Internet? ¿Quieres evitar perder el tiempo y encontrar los "buenos sitios"?

Únase a nosotros en la Biblioteca el miércoles 4 y 11 de octubre de 2017 a las 8:30 AM, cuando Janet Hamilton, Bibliotecaria de Nobel, comparte sitios web de instrucción que harán que la investigación en Internet sea una BRISA!

From Traditional Library to Digital Library



Advertise Parent Workshops

1. School Website:

- * Main Page (flyer with RSVP)
- * News and Announcements
- * School Calendar

2. Parent Center Page

3. Marquee

4. Social Media

- * PTA - FB Page

5. Newsletter, Email Blast, Connect Ed (Black Board Connect-BBC)

Example

Parent Workshops for 2018-2019 -
Tallers Para Padres en 2018-2019

[Morning Joe with Derek - Café con Derek](#)

Tuesday, August 28, 2018 at 8:30 AM in the Parent Center

Join Principal Derek Horowitz for Coffee and to chat about school topics that are important to YOU!

RSVP: click [here](#).

¡Únase al Director Derek Horowitz para tomar café y charlar sobre temas escolares que son importantes para usted!

Para RSVP, haga clic [aquí](#).

Ways you can Support your School Community

- Connecting parents to the LAUSD Parent Portal & Schoology.
- Working with staff to update the Parent tab of your school's website.
- Setting up a weekly or monthly email communication to families with upcoming event, ZOOM workshops and resources.
- Helping to make call to families whose children have had irregular attendance.
- **How else can you help? Or what else can you share that you are currently doing to support your school community?**



Evaluation



Evaluation Form:


<https://forms.gle/xXDSPNiZ9UG3kcue8>



Parent and Community Engagement Unit (PACE)

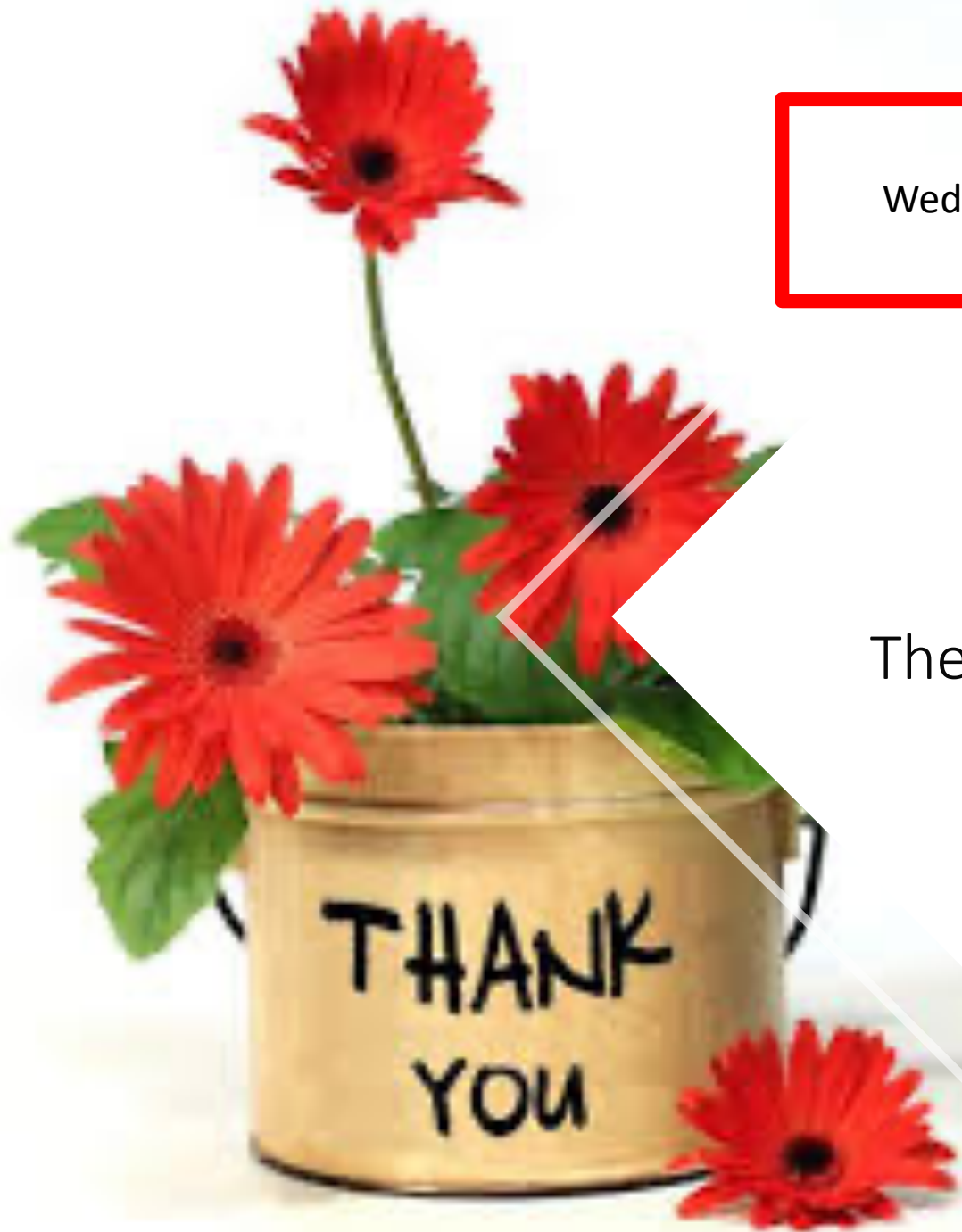


- **GONSALO GARAY, PACE ADMINISTRATOR**
GGG9445@LAUSD.NET
- **RITMA ESTUPINAN, PACE COACH**
RITMA.ESTUPINAN@LAUSD.NET
- **MORENA CAMP, PACE COACH**
MORENA.CAMP@LAUSD.NET
- **ROBERT GOLDSTEIN, PACE COACH**
RDG6546@LAUSD.NET
- **SANDRA BECERRA, PACE COMMUNITY REPRESENTATIVE**
SANDRA.X.BECERRA@LAUSD.NET



Questions & Answers





Next Meeting:
Wednesday, October 21, 2020
9:00 a.m.

From:
The PACE Unit

