FY 2025-26 Budget Development Training
Q & A
Region East – 12/5/2024

#	TOPIC	QUESTION	ANSWER
1	ALTERNATIVE SCHEDULE	Do we know when the Alternative Schedule decision will be made?	We do not have a timeline for this decision. We will communicate any decisions as soon as they have been made.
2	BD CHECKLIST	We need a checklist of what is due at our budget appt.	A Budget Development Checklist will be posted on the School Fiscal Services website.
3	BLACK STUDENT ACHIEVEMENT PROGRAM (BSAP)	Is the HEET Coach going to be funded next school year?	The BSAP HEET Coach will be funded in the 2025-26 FY.
4	BLACK STUDENT ACHIEVEMENT PROGRAM (BSAP)	Would you encourage the inclusion of BSAP (LCAP Action 7) in the Single Plan for Student Achievement (SPSA)?	Schools are welcome to include their BSAP story in their SPSA.
5	BLACK STUDENT ACHIEVEMENT PROGRAM (BSAP)	Will we receive a BSAP School Climate Advocate?	The budget allocations for Group I and Group II schools have not changed. BSAP schools will continue to receive this resource.
6	BRIDGING SCHOOLS	What does Bridging mean?	Bridging schools are Priority Schools that exited Priority status this year.
7	BUDGET DEVELOPMENT APPOINTMENTS	Did I understand the Budget appointments THIS FRIDAY or this Monday?	Schools will be sent their Budget Development Appointments by December 10, 2024.
8	BUDGET DEVELOPMENT APPOINTMENTS	When are the first Budget Development appointments, and how are they scheduled?	Budget Development appointments for Region East will start on January 16, 2025.
9	BUDGET DEVELOPMENT APPOINTMENTS	When will we know the date of our Budget Development appointments?	Region East Budget Development appointments should be emailed by December 10, 2024.
10	BUDGET DEVELOPMENT APPOINTMENTS	The first week for appointments will be?	Region East's first Budget Development appointments will occur on January 16, 2025.

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11	**BUDGET DEVELOPMENT DROP-IN SESSIONS**	What dates are the drop-in sessions, again?	The Budget Development Drop-In sessions will occur on 1/7 and 1/8/2025 from 10:00 to 11:00 a.m. For more information, please click this link.
12	**BUDGET DEVELOPMENT PLANS**	Will all plans be due at our Budget Development appointment? Single Plan for Student Achievement (SPSA), Cultural Arts Passport (CAP), SENI-TSP, and Prop. 28.	All plans will need to be completed by the Budget Development appointment.
13	**BUDGET DEVELOPMENT PRESENTATION**	Is this presentation available to download?	Yes. Here's a link to the Budget Development PowerPoint and other resources: https://bit.ly/2025-26BudgetDevelopment
14	**CAMPUS AIDE**	The Campus Aide allocation from the District. Will we be getting that next year?	Schools will receive District-funded Campus Aides in the 2025-26 FY.
15	**CARRYOVER**	But the school would only receive 50% of the 3K, correct?	If a school's projected carryover in Program 10552 (SENI-TSP) or Program 13027 (General Fund School Program) equals $3,000, the school's projected carryover allocation during Budget Development would be one of the following: o Priority Schools – 70% - $1,680 o SENI Highest and High Quintile Schools – 60% - $1,440 o All Other Schools – 50% - $1,200
16	**CARRYOVER**	Options schools are part of Data Digs this year. Does that mean we are following the Priority School carryover %?	Option schools are not considered Priority Schools, so they will either fall into the SENI Highest and High Quintile Schools or All Other Schools category. See above.
17	**CLASS SIZE REDUCTION TEACHER (CSR)**	If you purchase a CSR from 7S046, can that be used for a Magnet program or only residency/dual language?	It would be for the resident school, where the allocation lives.
18	**CLASS SIZES**	What are the class size maximums for grades 6-8 in PHBAO schools?	The class size maximum for grades 6-8 PHBAO (Academic) in FY 2026 will be 28 students.

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19	CLASS SIZES	Did I understand correctly that the PHBAO Magnet schools' grades 6-8 norm is 25 students per class? What would the norm be for non-academic courses?	Yes, in FY 2026, the norm for grades 6-8 at PHBAO Magnet School will be 25 students per class. The norm for non-academic courses will not change.
20	CLASSIFIED REDUCTIONS	If we are reducing hours for a Supervision Aide, do we give the employee the change of assignment form?	The Request for Change of Assignment Form (PC 5004) should only be completed by the employee if they wish to accept the reduction in their assignment.
21	CLASSIFIED REDUCTIONS	The District restored one of my positions to 4 hours daily from 3. Am I obligated to keep the employee at 4 hours per day in the upcoming school year? If not, do I have to inform the employee? Who does the employee contact if they want to remain 4 hours per day?	Schools are not obligated to maintain the restored hours. However, they do have to inform employees of the possible reduction in hours. If the employee would like to remain at the site for 3 hours per day, they can sign and submit a Request for Change of Assignment Form (PC 5004) to their administrator. The administrator should then submit the completed form and a Request for Personnel Action (RPA) to the Personnel Commission for processing.
22	CLASSIFIED REDUCTIONS	Do I have to consider seniority to do a Reduction in Force for a Supervision Aide?	If there are multiple Supervision Aides at a school site and the school cannot fund all of them at the same level for the upcoming school year, the school site administrator can choose which positions they would like to fund and the funding level for each. They would then notify affected employees that their hours have been reduced or eliminated at the school site. Then, an official notification would follow from the Personnel Commission with instructions for the affected employees.
23	CLASSIFIED RESTORATION	Last year, we notified all of our Campus Aides that their hours would be reduced, and the District restored their hours after we submitted their change of assignment forms. Do we have to resubmit the change of assignment forms for the new school year?	Yes, the Request for Change of Assignment Form (PC 5004) submitted in the prior year is no longer applicable.
24	CLASSIFIED RESTORATION	Will Program 10330 - Restoration-School be available next year? Should we plan on it?	There are no plans to restore positions in the upcoming fiscal year.

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25	CLASSIFIED RESTORATION	Are we responsible for informing employees whose hours were restored last year that their hours will be reduced next year?	The initial notice should come from the site, and then the Personnel Commission will provide the official notification and instructions for the affected employees to follow.
26	COMPREHENSIVE SUPPORT AND IMPROVEMENT (CSI)	How can I find out whether my school is CSI?	The Federal and State Education Programs (FSEP) office website has the list of CSI and ATSI Schools. Additionally, the FSEP/Title I office notified schools that are CSI via email.
27	CONTINGENCY PLANS	When do we need to do the contingency plan?	Contingency plans should be created during the School Site Council (SSC) meeting when you present your proposed expenditures and plan to them. Please reference the sample template on the Office of Student, Family, and Community Engagement (SFACE) website. Click Tools for Schools, log in using your LAUSD Single Sign-on, and then click School Site Councils to find the file.
28	CONTINGENCY PLANS	When will School Site Council minute templates be ready for the contingency plan language to be available?	Please refer to the sample template on the SFACE website. Click Tools for Schools, log in using your LAUSD Single Sign-on, and click School Site Councils to find the file.
29	CONTINGENCY PLANS	When do we have to do the contingency plan? Is it before or after we go to our budget meeting?	Doing it before you attend your Budget Development meeting would be best.
30	CONTINGENCY PLANS	Are there samples of contingency plans?	Please refer to the sample template on the SFACE website. Click Tools for Schools, log in using your LAUSD Single Sign-on, and click School Site Councils to find the file.
31	CULTURAL ARTS PASSPORT (CAP)	I thought CAP was done this year. So, we are receiving CAP funds?	Schools will receive a Cultural Arts Passport (CAP) allocation in FY2026.
32	DIFFERENTIAL – 7E046	Clarification: Is the differential out of 7E046 yearly and not semester?	It can be annual or by semester.
33	DIFFERENTIALS	It was stated they are 7 hours with differential. Does that mean a total of 8 hours with the differential, or is the differential included with	Generally, Coach positions have a 7-hour on-site obligation. The differential covers the cost of the 7th hour. Coordinator positions, on the

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		the 7 hours? Other coordinators are 6 hours plus 2 with the differential?	other hand, have an 8-hour on-site obligation. The coordinating differential covers an additional 2 hours.
34	DIFFERENTIALS	Can schools opt out of differentials for non-classroom support personnel positions?	Schools cannot opt out of differentials for non-classroom support personnel positions.
35	DISTRICT-FUNDED PLATFORMS	When will the list of platforms funded/provided by the district be released?	IXL will be provided to High Schools, and iReady will be provided to all schools. That is all of the information we currently have.
36	ECAST	When do we expect ECAST to be available?	The Enrollment Forecast will be available to schools from December 5 – December 13, 2024.
37	EL ALLOCATIONS	What % of EL students qualify for these positions?	There is no set number of students or percentage; these resources will be allocated to schools with the highest counts.
38	EMPLOYEE ROSTER	We usually provide preference sheets for teachers in April to understand who is retiring or not continuing. Can we provide preference sheets to teachers now so we can better plan for school-funded positions?	Response pending.
39	EMPLOYEE ROSTER	When will we receive our employee rosters?	Employee Rosters should be received by 1/7/2025.
40	END-OF-YEAR DEADLINES	When will we be getting the dates for the last days to purchase materials?	Year-end bulletins are usually published in March.
41	ESTIMATED RATES SHEETS	Will the Estimated Rate Sheets reflect the last pay increase taking effect in January 2025?	The rates for this year reflect the upcoming January salary increases.
42	HEALTH BENEFITS	Can we have the cost for PERS? We need all this information to make accurate budgeting decisions.	Please get in touch with your fiscal specialist for more information about funding PERS.

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43	**HR FLYER**	The approved HR flyers for EL/SEL coaches say C-Basis. Will this be changed to B-Basis?	This concern will be addressed.
44	**IT SUPPORT TECHNICIAN - BASIS**	Earlier, it was mentioned that we could purchase E or A-Basis for the IT Tech.	IT Support Technicians will remain on an A-basis schedule. Schools, however, will have the ability to fund them for one of three periods, shown below for 1-5 days: o Full year (July 1, 2025 through June 30, 2026) o Non-summer period (July 17, 2025 through June 30, 2026) o Summer only (July 1, 2025 through July 16, 2025) Please refer to the IOC for more information.
45	**IT SUPPORT TECHNICIAN - BASIS**	If the IT Tech doesn't want to be reduced from an A-basis schedule?	IT Support Technicians will remain on an A-basis schedule. Schools, however, will have the ability to fund them for one of three periods, shown below for 1-5 days: o Full year (July 1, 2025 through June 30, 2026) o Non-summer period (July 17, 2025 through June 30, 2026) o Summer only (July 1, 2025 through July 16, 2025) Please refer to the IOC for more information.
46	**IT SUPPORT TECHNICIAN - BASIS**	What if the IT Tech agrees to change to a different basis (i.e., E-basis)? Can that happen, or are they mandated to accept A-basis position?	IT Support Technicians are required to accept A-Basis assignments.
47	**IT SUPPORT TECHNICIAN - BASIS**	Will they still be A-basis?	IT Support Technicians will remain on an A-basis schedule. Schools, however, will have the ability to fund them for one of three periods, shown below for 1-5 days: o Full year (July 1, 2025 through June 30, 2026) o Non-summer period (July 17, 2025 through June 30, 2026) o Summer only (July 1, 2025 through July 16, 2025) Please refer to the IOC for more information.

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48	**IT SUPPORT TECHNICIAN - BASIS**	Why A-basis? Schools are not on that schedule.	IT Support Technicians will remain on an A-basis schedule. Schools, however, will have the ability to fund them for one of three periods, shown below for 1-5 days: ○ Full year (July 1, 2025 through June 30, 2026) ○ Non-summer period (July 17, 2025 through June 30, 2026) ○ Summer only (July 1, 2025 through July 16, 2025) Please refer to the IOC for more information.
49	**IT SUPPORT TECHNICIAN - BASIS**	Are IT Support Tech A-Basis employees?	IT Support Technicians will remain on an A-basis schedule. Schools, however, will have the ability to fund them for one of three periods, shown below for 1-5 days: ○ Full year (July 1, 2025 through June 30, 2026) ○ Non-summer period (July 17, 2025 through June 30, 2026) ○ Summer only (July 1, 2025 through July 16, 2025) Please refer to the IOC for more information.
50	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT**	Will we still be able to submit an ITD ticket to get support next year?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
51	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT**	If I don't have the funds to purchase an IT Tech next year, will I be able to call someone to come out?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
52	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT**	Will ITD still be available to provide remote assistance to schools?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
53	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT**	We currently get district tech support as needed. Will that be taken away?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.

#	TOPIC	QUESTION	ANSWER
54	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT** IOC	What happens if you don't buy support tech? No one will come.	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
55	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT** IOC	So, ITS will no longer send techs out to schools when we put in trouble tickets?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
56	**IT SUPPORT TECHNICIAN - DISTRICT SUPPORT** IOC	What happens if we need tech support and we don't purchase tech?	Schools will continue to receive tech support from District-funded IT Support Technicians. However, as resources will be stretched, there may be a long wait for services. Please refer to the IOC for more information.
57	**IT SUPPORT TECHNICIAN - OTHER**	Is this IT position in place of instructional aide computer lab?	The IT Support Technician and the Instructional Aide Computer Lab are different job classifications. For more information, please refer to the Personnel Commission Classification Descriptions.
58	**IT SUPPORT TECHNICIAN - PERSONNEL**	Would ITS assign our current person to us if we request it?	When you complete the itinerant request form, you can indicate the name and employee number of the employee you would like to be assigned to your site. Information Technology Services (ITS) will consider this request when they complete their assignments. Please refer to the IOC for more information.
59	**IT SUPPORT TECHNICIAN - PERSONNEL**	For the IT Tech Support, if we fund part of the week and then find another school to fund another part, can we select the person, or will that assignment be made by personnel?	When you complete the itinerant request form, you can indicate the name and employee number of the employee you would like to be assigned to your site. Information Technology Services (ITS) will consider this request when they complete their assignments. Please refer to the IOC for more information.
60	**IT SUPPORT TECHNICIAN - PERSONNEL**	The IT Techs are changing. To keep our current incumbent, would we request them similar to what we would with a PSW or PSA?	When you complete the itinerant request form, you can indicate the name and employee number of the employee you would like to be assigned to your site. Information Technology Services (ITS) will consider this

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	IOC		request when they complete their assignments. Please refer to the IOC for more information.
61	**IT SUPPORT TECHNICIAN - PERSONNEL**	Can we select the person if we decide to share with another school?	When you complete the itinerant request form, you can indicate the name and employee number of the employee you would like to be assigned to your site. Information Technology Services (ITS) will consider this request when they complete their assignments. Please refer to the IOC for more information.
62	**IT SUPPORT TECHNICIAN - PERSONNEL**	We have been funding a five-day IT Tech for the last three years. Will we continue to have the same IT tech if the school continues to fund it?	When you complete the itinerant request form, you can indicate the name and employee number of the employee you would like to be assigned to your site. Information Technology Services (ITS) will consider this request when they complete their assignments. Please refer to the IOC for more information.
63	**LIBRARY AIDE**	Can I fund 3 hours (share with another site) and repurpose the rest of the funds for Library Aide?	Yes, the Library Aide allocation is flexible with the approval of the Regional Director. So, schools can choose to fund 3 hours/day and repurpose the funds.
64	**LIBRARY AIDE**	So, all schools will have a 6-hour Library Aide?	For 2025-26, 6-hour Library Aide positions will be allocated to all elementary schools with grades K-5, including special education centers, in program code 13027. Schools have flexibility over the allocated library aide position. The allocated position may be repurposed, modified, or closed with the approval of the Regional Director. (Span schools with elementary and secondary enrollment will receive a Library Media Teacher.)
65	**LIBRARY AIDE**	Will every elementary school get a 6-hour Library Aide? Right now, we have a 3-hour one.	In FY 2024-25, 6-hour Library Aide positions were allocated to all elementary schools with grades K-5, including special education centers, in program code 13027. Schools have flexibility over the allocated library aide position. The allocated position may be repurposed, modified, or

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			closed with the approval of the Regional Director. If your school currently has a 3-hour library aide position, you must have chosen to exercise this flexibility.
66	LIBRARY AIDE	If we fund Library Aide for 3 hours, do we get to keep the difference for other expenditures?	In FY 2025-26, 6-hour Library Aide positions will be allocated to all elementary schools with grades K-5, including special education centers, in program code 13027. Schools will have flexibility over the allocated library aide position. The allocated position may be repurposed, modified, or closed with the approval of the Regional Director. Schools that choose to reduce the library aide position to 3 hours/day can repurpose the difference.
67	LIBRARY AIDE	Will a TK-8th grade SPAN school also get a 6-hour Library Aide? In addition to Teacher Librarian?	Span schools with elementary and secondary enrollment will receive a Library Media Teacher instead of a Library Aide.
68	LIBRARY AIDE	Where can I find the list of Library Aides available to hire?	Please get in touch with your Classified Assignment Representative.
69	LIBRARY AIDE	We have never filled our Library Aide position. What happens to those funds?	You can utilize the salary savings this year or the savings will carry over. Note, however, that only a percentage of funds in Program 13027 will carry over.
70	LITERACY COACHES AND READING SPECIALISTS GRANT (LCR)	We'll address the LCRS question and any changes to allowability on an FAQ document.	We will provide this information when available.
71	MS COLLEGE AND CAREER COACH	Will we receive an MS College and Career Coach?	We are still waiting for a decision from the Division of Instruction (DOI).
72	MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)	How many ELs do we need to have to receive a MMALC?	There is no set number of students; these resources will be allocated to schools with the highest counts.
73	MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)	If I currently have a MMALC, will I keep her for next year?	It's not guaranteed, but planning for the position would be a good idea until you receive your official allocation.

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74	**MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)**	When do we know if we are going to get MMALC?	We expect to send schools their allocation of coaches following the same timeline. Our goal is to get them out by January 6, 2025.
75	**MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)**	Will those MMALC allocations be out on time this year Jan 6?	We expect to send schools their allocation of coaches following the same timeline. Our goal is to get them out by January 6, 2025.
76	**MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)**	How does a school qualify for a MMALC Coach? Willow is at almost 30% ELs.	There is no set number of students; these resources will be allocated to schools with the highest counts.
77	**MULTILINGUAL MULTICULTURAL ACADEMIC LANGUAGE COACH (MMALC)**	When will we know if we will be allocated a MMALC?	We expect to send schools their allocation of coaches following the same timeline. Our goal is to get them out by January 6, 2025.
78	**MULTIPLE ASSIGNMENTS**	Can I combine a three-hour Campus Aide with a 3-hour Supervision Aide without have to pay for benefits?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any **one** classification. However, this combination of assignments may result in the employee being enrolled in PERS. PERS charges will be incurred after the employee has worked more than 1,000 hours on the two assignments combined.
79	**MULTIPLE ASSIGNMENTS**	If we have a three-hour Instructional Aide and a three-hour Supervision Aide, does PERS apply? When will that start showing up?	This combination of assignments will not generate health benefits since it does not meet the required criteria. For an employee with these assignments to be eligible for health benefits, that employee must have a regular assignment of 4 hours per day and/or 80+ hours per week in any **one** classification. However, this combination of assignments may result in the employee being enrolled in PERS. PERS charges will be incurred after the employee has worked more than 1,000 hours on the two assignments combined.

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80	**MULTIPLE ASSIGNMENTS**	What positions are we not able to pair?	Only Financial Managers, Library Aides, and B&G Worker positions may be paired.
81	**MULTIPLE ASSIGNMENTS**	Will a three-hour Teacher Assistant and three-hour Supervision Aide earn PERS with that combination?	This combination of assignments will not generate health benefits or PERS.
82	**OPTION SCHOOLS NORMING**	Will Continuation Schools be affected by the December 5-13 norming? Or is January 17th going to be considered for our norming (which is the last day for Month 5)?	Month 5 enrollment data will be the basis of the initial Norm allocations for Option schools during Budget Development. Schools should use the initial allocations to make Budget Development decisions. Subsequently, the initial allocations will be adjusted using Month 6 enrollment data. Based on Month 6 data, schools will either lose resources, stay the same, or gain resources.
83	**PARTNER MATCHING FUND (PMF)**	For the Partnership Funding, can I get clarification on whether the ratio will be the same?	The Partner Matching Fund ratios will be the same in the upcoming fiscal year.
84	**PARTNER MATCHING FUND (PMF)**	Can Partnership Funding also provide clarification and be clear about funding and other information before going into BD?	Yes, schools can expect to receive more information about the PMF program before Budget Development begins.
85	**MULTIPLE ASSIGNMENTS**	Classified: Can TAs still be combined with Supervision Aides to a total of 6 hours to avoid benefits?	Teacher Assistant and Supervision Aide assignments can be combined for a maximum of 8 hours per day. This combination will only generate health benefits if either of the assignments meets or exceeds 4 hours per day and/or 80+ hours per week.
86	**POTENTIAL FUNDING VARIANCE (PFV)**	5% PFV will apply to all programs?	The 5% Potential Funding Variance (PFV) will pertain to all programs.
87	**PROGRAM 10552 CARRYOVER**	Will 10552 carry over?	In the General Fund School Program (13027) and Student Equity Needs Index (SENI) (10552), schools will receive the following percentages of their year-end balances: ○ Priority Schools - 70% ○ SENI Highest and High Quintile Schools - 60% All Other Schools - 50%

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88	**PROGRAM 14242 CARRYOVER**	Will Program 14242 carryover 100%?	o Yes, 100% of the ending balance in the Program 14242 will carryover.
89	**PROGRAM AND BUDGET HANDBOOK**	When will the Program and Budget Handbook be available? Will we be notified when it's ready?	Hoping to have it out by Wednesday, December 11, 2024. We will notify our Regional Coordinators, and they will communicate that information to you.
90	**PROJECTED CARRYOVER PERCENTAGE**	What percentage of carryover will we be able to use during BD?	During Budget Development, 80% of the projected carryover will be advanced to schools in the following programs: o 13938 - Donations o 13723 - Charter School Categorical Block Grant o 13724 - Charter School In-Lieu of EIA o 11421 - Prop 28 Arts Program o 11266 - Community Schools Resolution Schools will receive 100% of the projected carryover for Equity Multiplier (Program 10673).
91	**PROP. 28**	Do we still need to write a plan if we are assigned arts itinerants with Prop 28 funds?	All schools receiving a Prop. 28 allocation must complete a plan.
92	**PROP. 28**	Will there be guidance on the Prop. 28 plan?	Yes, schools will receive guidance on the Prop. 28 plan. If you have questions, call the Arts Education Branch office at (213)241-8222. Ask for Jantré Christian or Jessica Williams.
93	**PROP. 28**	Who is the point of contact for the Prop. 28 arts program?	You can call the Arts Education Branch office with questions (213) 241-8222. Ask for Jantré or Jessica.
94	**PROP. 28**	Who can we contact for guidance on the Prop-28 plan that's due?	You can call the Arts Education Branch office with questions (213)241-8222. Ask for Jantré or Jessica.
95	**PROP. 28**	Please post the link to the Prop 28 plan.	Here is a link to the Arts Funding Toolkit: https://docs.google.com/document/d/15X0CWWG_CgiZ9FD2jigLm40Xtfn

#	TOPIC	QUESTION	ANSWER
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96	PROP. 28	Will we get an example to follow for the Prop. 28 plans?	You can call the Arts Education Branch office with questions (213)241-8222. Ask for Jantré or Jessica.
97	PROP.28	Where are the requirements for the Prop 28 plan? Is there a template??	You can call the Arts Education Branch office with questions (213)241-8222. Ask for Jantré or Jessica.
98	PSYCHIATRIC SOCIAL WORKER (PSW)	Will any PSW time be allocated for schools under 600?	In the 2025-26 FY, schools with an enrollment of 600 students or more will receive a full-time Psychiatric Social Worker (PSW), and schools with an enrollment of 1,200 or more will receive an additional PSW allocation (2 FTEs total), as required by the UTLA contract. Schools with enrollment less than 600 students will not receive a PSW allocation from the District.
99	PSYCHOLOGIST	The Psychologist allocation from the District. Will we be getting that next year?	Schools will still receive the General Fund and Special Ed. Psychologist allocations. For more information, please click here.
100	PUPIL SERVICES AND ATTENDANCE (PSA) COUNSELOR	Regarding the PSA allocation we are on the border of 35%, is there a list of schools that will be getting the 0.5 FTE PSA?	We don't have that list yet. A summary will be posted on the School Fiscal Services website on 12/10/2024, and schools will receive an allocation notice.
101	REDUCTION IN FORCE (RIF)	If we are reducing TA hours from 4 to 3, do we need to give them that form?	HR 5009 Teacher Assistant Reduction in Force Form should be given to Teacher Assistants whose positions will not be funded in the new fiscal year. TAs whose hours are being reduced only need to be notified before the end of the year.
102	REDUCTION IN FORCE (RIF)	RIF is for both Supervision and for Teacher assistants, correct?	HR 5009 Teacher Assistant Reduction in Force Form should only be given to Teacher Assistants whose positions will not be funded in the new fiscal year.

#	TOPIC	QUESTION	ANSWER
103	REPLACEMENT DEVICES	Is there an allocation to pay for the devices?	Schools will be responsible for the cost of replacement devices for students in the upcoming school year. Please refer to the IOC for more information.
104	REPLACEMENT DEVICES	We are hearing that we will have to purchase our own computers next year. Do we have any guidance on how this will work?	Please see IOC.
105	RESIDENT SUB PROGRAM	Has anything definitive been decided about the Resident Sub Program? Will it continue next year?	We should have this information by the next DIG session in February.
106	RIF NOTICE	By when do we notify our employees?	The Personnel Commission will send a preliminary notification in March.
107	SALARY INCREASES	Teachers are going to get a salary increase in February 2025. Does that mean we are going to be negative this school year or next school year, 25-26?	February salary increases have been incorporated into position costs for the 2024-2025 school year, so this should not cause any negatives for schools.
108	SCHOOL CLIMATE ADVOCATE	Will the General Fund School Climate Advocate position continue (Program 10365)?	School Operations has not confirmed this allocation.
109	SCHOOL EXPERIENCE SURVEY	Will the results of the school Experience Survey be available?	The School Experience Survey will not be available for Budget Development this year.
110	SCHOOL EXPERIENCE SURVEY	Because we are using data to write our parent engagement plan, will we receive the School Experience Survey?	We are working with ODA regarding that, but the School Experience Survey will not be available for Budget Development this year. Depending on your planning focus, you can provide local surveys to your school community to inquire about specific areas. Reach out to your Regional SFACE Coordinators for assistance.
111	SCHOOLS FRONT END (SFE)	When will SFE be available for input?	Schools Front End (SFE) will open on January 7, 2025.
112	SENI MENU	Has the current year's SENI Menu Items been released?	The SENI Menu is part of the 2025-26 TSP Plan Digital Notebook.

#	TOPIC	QUESTION	ANSWER
113	SINGLE PLAN FOR STUDENT ACHIEVEMENT (SPSA) DIGITAL NOTEBOOK	Where is the SPSA Digital Notebook link?	You can find the link in the Resource section of Title I Schoology Group. FSEP Website for the Digital Notebook: Federal and State Education Programs / SPSA Tools & Resources
114	SPECIAL ED. SUPPORT – OFFICE TECHNICIANS	What is the Special Ed support requirement for Office Techs?	This will be included in the Staffing bulletins. We anticipate posting all BD resources to the Fiscal website by Dec 10th (https://sfs.lausd.net)
115	STAFFING BULLETIN	Is the staffing Bulletin for 25-26 available?	The Staffing Bulletins for FY 26 will be available on the School Fiscal Services website on Tuesday, December 10, 2024.
116	STAFFING BULLETIN	Where can we locate the norm tables for next year?	Staffing Bulletins for the 2025-2026 SY will be posted to the School Fiscal Services website by 12/10/2024.
117	SUPPLANTING	Positions cannot be closed and opened elsewhere, but you can change the funding source, correct?	Schools cannot close norm positions funded in Program 13027 and open them in another funding source. This is considered supplanting.
118	TEACHER ASSISTANT REDUCTION IN FORCE (RIF)	How would I proceed if a teacher assistant's hours are reduced from 6 to 3 and they would like to take the reduced hours?	If the Teacher Assistant has agreed to the hour reduction, the school should submit a Request for Personnel Action (RPA) to the appropriate HR Specialist indicating the reduced hours.
119	TEACHER ASSISTANT REDUCTION IN FORCE (RIF)	If I reduce the TA hours and the TA doesn't want to accept the reduced hours, how does that affect staffing?	Response pending.
120	TITLE I MEETINGS	Are Region East Title I meetings scheduled in January and February?	FSEP IS offering some drop-in working sessions, but their Title I Designee Meetings are canceled for January and February
121	TITLE I PER PUPIL RATES	What are the Title I per pupil rates?	That information is not available yet.
122	TITLE I PRIORITIES	Last year, Mr. Tantawi said it was 1 District Priority and 2 District Strategies per Pillar. Is that still the same this year?	Our understanding is that 1 District Priority that aligns to 1 District Strategy per SPSA Pillar page.

#	TOPIC	QUESTION	ANSWER
123	**TITLE I/TSP PER PUPIL ALLOCATION**	When will per pupil amounts for Title I and TSP be released? I was asking about the amount per pupil we get. Will it be similar to this year's amount?	Schools will get 95% of their allocation on Jan 6, and at a later time, the 2nd Allocation will match the actual amounts based on eligibility of students. Budget Services will determine the per pupil based on the total allocated by the state to the District and number of students eligible.
124	**TITLE III COACH**	Do we need to have a Title III coach to get Title III funds?	Response pending.
125	**TSP BUDGET DEVELOPMENT OFFICE HOURS**	The first 3 Tuesdays (12/10, 1/7, 1/14) are reserved for Priority Schools. Priority Schools — Only for tier 3?	We have set those dates to support our priority schools, however anyone is welcome to attend the TSP Office Hours.
126	**TSP SENI MENU**	How are we supposed to find all this research? We have less time to do this, and we are very busy.	Fortunately, the research has been done for the schools in advance and is included in all SENI Menu items. The SENI Menu can be found in the [TSP Plan Digital Notebook](#).
127	**TSP SENI MENU**	Is there a list of menu items for Elementary Schools? I believe the example is for secondary.	Yes, there are items for elementary, secondary, and span in the SENI Menu. The SENI Menu can be found in the [TSP Plan Digital Notebook](#).
128	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - COMBO CLASSES**	Does this impact the norm? If we are moving kindergarteners to the TK, we can't count those kindergarteners for norm?	UTK classrooms will be maximized to 20:1 by adding students from K-3 as needed. The K-3 students added to the UTK classroom will not be included in the K-3 count for norming purposes. That could potentially result in displacing K-3 teachers.
129	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - COMBO CLASSES**	Is the TK split being reinstated this year? We were told to cap enrollment for TK at 24 students and not to open any TK splits for the current school year.	For FY26, UTK classrooms will be maximized to 20:1 by adding students from K-3 as needed.
130	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - COMBO CLASSES**	Can you remind us of what the norm ratio is?	UTK classrooms will be maximized to 20:1 by adding students from K-3 as needed.

#	TOPIC	QUESTION	ANSWER
131	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - TE**	We need to know how young our 3-year-olds can be to be considered TK, this year the TE DOB window was 06/03/2020-0901/2020, TK was 09/02/2019-06/02/2020.	The 2025-26 minimum age requirement for enrollment in TK and Kindergarten is as follows: **Grade Level / Course Number / Age Requirement / Date of Birth** K — 110199 — 5 years old by 09/01/25 — On or before 09/01/20 TK [1,2] — 110190 — 4 years old by 09/01/25 — On or before 09/01/21 [1] Kindergarten-aged students may be placed in TK at the request of Parent and concurrence of School Administrator. Must have the completed Kindergarten Continuance form in school file. [2] UTK or UTK/CC applies to students in grade level TK. Students whose program placement is UTK or UTK/CC must <u>not</u> be assigned to grade level PK. **NOTE:** Students whose program placement is PAL or PSC must be assigned to grade level PK and course #110101 even though student may be age-eligible for TK or K. Minimum age requirement for grade level PK is 3 years old at enrollment date.
132	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - TE**	Since only TKs will be under UTK, does that mean we no longer enroll TE students?	TE grade placement is no longer needed because TK's birth date has been expanded. So, if students are turning four by September 1, 2025, and if they're already four by September, they can be enrolled in TK.
133	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - TE**	Where do we place the TE?	The District will no longer label students as "TE." For FY26, UTK only includes TK students.
134	**UNIVERSAL TRANSITIONAL KINDERGARTEN (UTK) - TE**	Can we also get the DOB guidelines for TK? This year, there was a difference in DOB between TE and TK.	For FY26, UTK only includes TK students. TK students will be those who turn 4 by September 1, 2025, and whose program placement is not Pre-K. The District will no longer label students as "TE."