

School Planning & Budget Development for 2023–2024

Family and Community Engagement
Committee Meeting

February 1, 2023





Agenda Topics

- School Planning & Budget Development Process and Timelines
- School Training Dates
- School Site Funds (Budgets)
- How Parents/Families Can Engage in the School Planning & Budget process
- Where to Find School Plans and Budget Reports

Strategic Plan Alignment

To effectively implement this Theory of Action, the District has proposed five high-level Pillars that represent **critical areas we will focus on** over the next four years.

These elements are not intended to stand alone. While the priorities and strategies may be categorized in a particular area, **each piece will work together** in a coherent system to provide an exceptional education program to ensure all students graduate ready for the world.



Strategic Plan and Engagement

Pillar 3: Engagement and Collaboration

Priorities



3A

Strong Relationships: Strengthen relationships between families, students, and their schools to improve student success

3B

Accessible Information: Provide clear, consistent, and accessible information to the community

3C

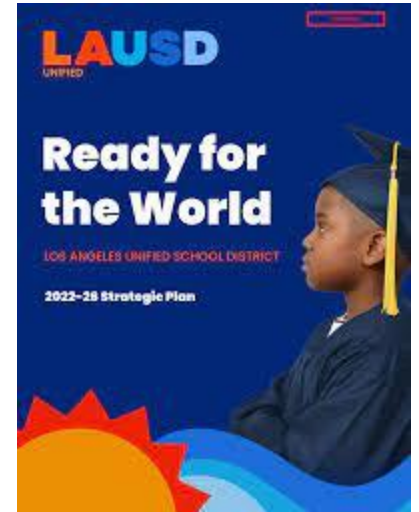
Leading for Impact: Lead and leverage our role as an impactful, key member of local, state, national, and global communities



3D



Honoring Perspectives: Honor and act upon the perspectives of students and everyone we serve

Host Annual School Goals and Budget Consultation processes at 100% of schools



Resources to Engage in this Presentation

Budget Availability Reference Sheets English and Spanish

<div><div>BUDGET AVAILABILITY REFERENCE SHEETS FOR FAMILY ENGAGEMENT FUNDS</div><div>Title I Parent and Family Engagement Funds</div><div><div>LOS ANGELES UNIFIED SCHOOL DISTRICT PARENT AND COMMUNITY SERVICES</div></div></div>		
<p>The US Department of Education provides school districts with Title I funds to supplement programs and services for at-risk students and their families. At least one percent of the District's Title I funds must be spent on strengthening parent and family engagement. The programs and services supporting parent and family engagement should be tied to the academic and social-emotional growth goals for students in the Title I program, which are described in the School Plan for Student Achievement developed by each school's School Site Council. All services and equipment must be received by procurement due dates. Services and equipment not rendered in a timely manner will come out of next year's school budget.</p>		
FEDERAL FUNDING TO INVEST IN PARENT AND FAMILY ENGAGEMENT		
CATEGORY	CATEGORY DESCRIPTION	ITEMS ELIGIBLE TO BE PURCHASED WITH THIS FUNDING LINE:
Contracts and Services (following procurement guidelines)	Contracts are services purchased from vendors or contractors, businesses, and organizations that provide professional development and advisement. Additional services include conference attendance registration for the families of Title I students related to academic or social emotional growth.	For parent and family engagement this may include: <ul style="list-style-type: none">• Purchasing a family engagement course from an approved non-profit to provide workshops for families of Title I students;• Hiring an approved independent contractor to help the school team improve family engagement practices for Title I students Conference registration
Technology	Purchasing devices for the Parent and Family Center designated specifically for parent training and classes offered on the campus or to be leased to families who do not have technology in the home. Ensure the location where technology is stored has appropriate safety features. Please note Chromebooks have limited functions and do not support translation features offered by virtual meeting applications.	<ul style="list-style-type: none">• Laptop sets• Laptop carts• Computers• Tablets• Translation equipment• Other general supplies technology (headsets, screen, projector, software, etc.)
Supplemental Instructional Materials	Purchasing instructional content from vendors for parent and family engagement specifically focused on the needs of families of Title I students, which may include academic, social emotional, health, resiliency and mental health, advocacy, and other topics.	<ul style="list-style-type: none">• Booklets and pamphlets• Books• Posters• Newsletters and magazines for the Parent and Family Center• Course modules bundled as a series• Virtual libraries and materials• Software applications to support families
Personnel	Providing teachers with a differential specifically to support parent and family engagement activities for the parents of Title I students. Time might be spent assisting with offering workshops and coordinating programs to support families in partnership with the parent and family center staff. Purchase Community Reps and other classified staff to support parent and family engagement.	<ul style="list-style-type: none">• Teacher Parent Activity differentials• Community Representative, Parent Resource Assistant or Parent Liaison



Resources to Engage in this Presentation

School Allocation Summaries

LAUSD School Directory



LOS ANGELES UNIFIED SCHOOL DISTRICT BUDGET SERVICES AND FINANCIAL PLANNING DIVISION SCHOOL ALLOCATION SUMMARY FOR BUDGET DEVELOPMENT Fiscal Year 2022-2023

Local District
School Type
Norm Category
Fund Center- School Name

East
Elementary School
FTH AO
1608001 - SUNRISE EL

Details of the data below can be accessed through School Directory at <https://schooldirectory.lausd.net/schooldirectory/> (School Budget Reports → Budget Development Reports → Initial Budget)

	General Fund -		General Student		ELO Family		Specialty Funded Programs				Total	
	FTE	Amount	FTE	Amount	FTE	Amount	Title I (Intercoment)	Title I (Family Engagement)	Title III		FTE	Amount
Allocated Resources												
Carryover (401125, 1027, 13723, 13724, 13938, 15083, 15088, 16397) (ESP-1052)	-	\$194,832	-	\$184,068	-	\$16,805	-	-	-	-	-	\$795,705
80% Available (B1 40343, C1 430009)	-	\$48,707	-	\$46,017	-	\$4,201	-	-	-	-	-	\$98,925
20% Available in September 2022 (B1 40344, C1 430098)	-	-	-	-	-	-	-	-	-	-	-	\$100,343
Negative Carryover (will be reflected in September 2022)	-	-	-	-	-	-	-	-	-	-	-	-
Staffing (Including Interests)												
110001 - Teacher & Instructional Coach (including Literacy Teacher)	12.00	\$1,372,934	5.50	\$627,550	-	-	-	-	-	-	17.50	\$2,000,484
110004 - Teacher Assistant	-	-	2.00	\$39,664	-	-	-	-	-	-	2.00	\$39,664
110005 - Teacher Assistants	-	-	-	-	-	-	-	-	-	-	-	-
120001 - Librarian	-	-	-	-	-	-	-	-	-	-	-	-
120021 - Counselor & Psychologist (including AP, Secondary Counselor)	0.47	\$62,675	-	-	-	-	-	-	-	-	0.47	\$62,675
120041 - Health Services (Nurses & Therapist)	-	-	1.00	\$129,082	-	-	-	-	-	-	1.00	\$129,082
130001 - Administrators (Principal & Asst. Principal)*	2.00	\$317,520	-	-	-	-	-	-	-	-	2.00	\$317,520
130021 - Adviser	-	-	-	-	-	-	-	-	-	-	-	-
190001 - Coordinator and Other Non-Classroom Certificated	2.00	\$276,558	-	-	-	-	-	-	-	-	2.00	\$276,558
210001 - Aides & Assistants	10.50	\$808,556	0.75	\$57,595	-	-	-	-	-	-	11.25	\$866,151
230001 - Custodians*	3.50	\$282,990	-	-	-	-	-	-	-	-	3.50	\$282,990
240001 - Clerical (SAs, Office Tech, Fin. Managers, Library Aide)*	2.75	\$212,165	-	-	-	-	-	-	-	-	2.75	\$212,165
290001 - Other Classified (Carpenter, Aide)	0.58	\$18,220	0.20	\$6,078	-	-	-	-	-	-	0.78	\$24,298
290004 - Other Non-classified (Student Integration Helper)	-	-	-	-	-	-	-	-	-	-	-	-
300000 - Other Benefits	-	\$9,350	-	\$11,934	-	-	-	-	-	-	-	\$2,584
Non-Staffing												
Pending Distribution	-	\$453,786	-	\$766,059	-	\$260,422	-	\$3,528	-	-	-	\$1,491,795
Potential Funding Variance	-	-	-	\$6,676	-	-	-	-	-	-	-	\$6,676
Other non-staffing allocation (Operating Expenses & Supplemental Salaries)	-	\$81,391	-	-	-	-	-	-	-	-	-	\$88,067
Total	33.80	\$3,960,621	9.45	\$1,874,723	-	\$21,096	-	\$268,422	-	\$3,528	-	\$4,25

* Allocations for 2022-23 CSI program are pending.

* TSP funds should be focused on improved or increased services for low income, English learners, and foster youth.

* The estimated carryovers are based on the available budget and expenditures data as of January 12, 2022 and may still change depending on actual school spending and year-end adjustments. Negative carryovers will be reflected in September 2022.

* Please refer to the General Fund School Programs Manual available on the School Fiscal Services Branch website for information on school resource feasibility.

* Summary excludes Cafeteria Fund.

Please check the School Fiscal Services Branch website at <http://schools.lausd.net/sfs/> for additional budget development information.

School Directory

Instructions: Enter text in the text box below and/or select criteria in the pull-down menus (School Types, Local Districts, and Board Districts). You can select several values under each pull-down. To close a pull-down click on the Done button at the top left of the menu.

To return ALL school locations leave the search box blank, leave all the pull-downs unselected, and click the Search button.

For additional information, click [here](#) for the following school lists: K-12 School Listing, New Schools, Charter Schools, and Local Districts.

Search for a school(s) by entering text in the textbox and/or selecting boxes in the categories below then click the Search button:

Search

Reset

School Types

Local Districts

Board Districts

Community of Schools



<https://schooldirectory.lausd.net/schooldirectory/>

School Planning & Budget Development Process

School and Budget Planning, Development, and Implementation

Budget Monitoring

Step 1

Planning

- Determine goals or expected outcomes
- Determine available school resources

Step 2

Stakeholder Engagement

- Meet with appropriate stakeholders
- Secure necessary approvals

Step 3

Development

- School staff enters data in school budget system, School Plan for Student Achievement
- Meet with region categorical coordinator
- Meet with fiscal specialist

Step 4

Implementation

- Fiscal specialist posts budgets in school budget system
- Human Resources processes assignments
- Personnel Commission processes assignments
- Execute plans

Step 5

Monitoring

- Checking balances
 - ✓ Time-reporting
 - ✓ Purchasing
- Revisit plans based on needs
- Budget realignment or modification

School Planning & Budget Development Timelines

Date	Activity
February 10, 2023	Allocation Letters Provided to Schools
February 14, 2023	2023–24 School Budget System Opens
February 27, 2023	School Appointments with Regions Begin
March 31, 2023	2023–24 School Budget System Closes
Mid-July 2023 (TBD)	2023–24 School Budget System Reopens

School Training Dates

Date	Regions
February 6, 2023	Northeast/Northwest
February 8, 2023	Central/East
February 9, 2023	South/West

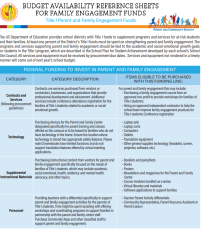
Question/Answer Drop-in Sessions
February 14, 2023
February 15, 2023

Note that these trainings are for school site teams.



School Site Funds

Refer to this sheet*



BUDGET AVAILABILITY REFERENCE SHEET
FOR FAMILY ENGAGEMENT FUNDS

Category	Available	Not Available
General Fund	Yes	No
Special Education	Yes	No
Capital Outlay	Yes	No
Debt Service	Yes	No
Interfund Transfers	Yes	No
Other Funds	Yes	No

Types of School Funding Resources

Unrestricted

Local Control Funding Formula (LCFF)

- General Fund School Program
- Targeted Student Population (TSP)
- Black Student Achievement Program (BSAP)

Donations

Restricted

Specially-Funded Programs

- Formula Programs (Title I)
- State and Federal Grants

Special Education Program

Cafeteria Fund

* https://achieve.lausd.net/cms/lib/CA01000043/Centricity/Domain/577/Budget_Expenditure_Sheets_1022_Eng.pdf

School Resources/Allocations



In general, schools receive allocations based on projected (ECAST) or actual (Norm Day) enrollment and other school characteristics (e.g. school type, norm category, affiliated status)



Examples of normed resources:

Administrators
Teachers
Counselors
Clerical Staff
Custodians
Instructional Materials

School Funded Positions

- Assistant Principal & Assistant Principal, Secondary Counseling Services (APSCS) (Program 10332)
- Counselors (for Title I schools with grades 9–12) (Program 14858)
- Library Media Teacher and Library Media Teacher Differential (Program 10989)
- Nurses (Program 10529)
- Teachers – Class Size Reduction (Program 10989)



General Fund Program – 13027

- The District allocates resources to various schools in the form of positions using staffing ratios.
- Schools use these funds to build a budget that complies with the needs of the local school instructional and operational programs.
- The budget must follow state and federal laws, court orders, consent decrees, Personnel Commission Rules, collective bargaining agreements, and Human Resources guidelines.



Student Equity Needs Index (SENI) Targeted Student Population (TSP) – 10552

TSP funds are allocated to schools through the Student Equity Needs Index (SENI), which determines school need through a combination of school demographic, academic, school climate, and community indicators.

These funds must be used to close equity gaps for English learners, students whose families are low-income, and students in foster care. Schools are expected to engage their students, families, and communities on the use of these funds, and to describe their planning for these dollars in the TSP Plan.

Title I, Part A

Schools with a low-income percentage of 45% or more, receive Title I funds.

Federal funds must supplement, not supplant the District's core program.

7E046 Funds

To engage parents and families

7S046 Funds

To improve student academic achievement

School Site Council is the designated body to approve use of funds through the School Plans for Student Achievement



How Parents/Families Can Engage in the Planning & Budget Process

Honoring Perspectives: How Parents/Families Can Engage in the Planning & Budget process



Modules to guide SSC and ELAC available for school teams by visiting achieve.lausd.net/pcss under Tools for Schools



For more information about District-wide LCAP and budget engagement opportunities, please visit: <https://achieve.lausd.net/lcap>

Honoring Perspectives: How Parents/Families Can Engage in the School Planning & Budget process

- School Site Council (SSC) members (teachers, other staff, parents, and students) conduct a needs assessment, develop the School Plan and evaluate the plan's effectiveness in meeting established goals.
- English Learner Advisory Committee (ELAC) members advise the SSC on the needs of ELs (English Limited students).
- Budget Consultations: School sites are to host ongoing budget consultations with students, families and community: Asset and Needs Assessment, Understanding Data, Values Based Budgeting
- Other opportunities include 'Coffee with the Principal', attending SSC and ELAC meetings to address the committees, sharing your ideas for improvement with your SSC representative.

Honoring Perspectives: How Parents/Families Can Engage in the District-wide Planning & Budget process

- LAUSD families and communities are encouraged to engage in the District-level planning and budgeting process through:
 - Parent Advisory Committee (PAC)
 - District English Learner Advisory Committee (DELAC)
 - Community partner engagement (see <https://achieve.lausd.net/lcap>)
- We also invite our LAUSD family to provide feedback through the District-wide ThoughtExchange: <https://tejoin.com/scroll/284035026>
 - Note that this ThoughtExchange is accessible in multiple languages!



Where to Find School Plans and Budget Reports

LAUSD.net

Hover Over "Find a School"

1

About Los Angeles Unified >

Find a School ▲

Offices >

Families



Find a School

Los Angeles Unified educates and empowers all students as future leaders. Families can choose from neighborhood schools, magnets, dual language, charters and other educational options.

Explore. Discover. Attend.

School Search

Apply/Enroll

School Directory

Open Data School

Academic Standards

Common Core State Standards

College and Career Readiness

Graduation Requirements

Steps to a Diploma

School Types

Charter

Dual Language/Bilingual

Educational Options

International Baccalureate

Linked Learning

Magnet

Pilot

UCLA Collaborative

More

Programs

Beyond the Bell (Before and After School Programs)

Early Education Centers

English Learners

Gifted and Talented

Homeless Education

Magnets

Summer School

Transitional Kindergarten

2

Click on School Directory

ette Donald-

I want to...

- **School Search:** Find a Los Angeles Unified School.
- **Apply/Enroll:** Apply and enroll to my resident school and/or program.
- **Identify School:** Find a Los Angeles Unified School for my child based on home address.

School Directory

Instructions: Enter text in the text box below and/or select criteria in the pull-down menus (School Types, Local Districts, and Board Districts). You can select several values under each pull-down. To close a pull-down click on the Done button at the top left of the menu.

To return ALL school locations leave the search box blank, leave all the pull-downs unselected, and click the Search button.

For additional information, click [here](#) for the following school lists: K-12 School Listing, New Schools, Charter Schools, and Independent Districts.

Search for a school(s) by entering text in the textbox and/or selecting boxes in the categories below then click the Search button:

School Types

Local Districts

Board Districts

Community of Schools

Type school name in the box.

Where to Find School Plans and Budget Reports

School Directory

Instructions: Enter text in the text box below and/or select criteria in the pull-down menus (School Types, Local Districts, and Board Districts). You can select several values under each pull-down. To close a pull-down click on the Done button at the top left of the menu.

To return ALL school locations leave the search box blank, leave all the pull-downs unselected, and click the Search button.

For additional information, click [here](#) for the following school lists: K-12 School Listing, New Schools, Charter Schools, and Local Districts.

Search for a school(s) by entering text in the textbox and/or selecting boxes in the categories below then click the Search button:

Search box: [X] [Search] [Reset]

School Types [v] Local Districts [v] Board Districts [v]

Community of Schools [v]

2 Matches Found

[Print Preview](#)

School Name	Location Code	Cost Center Code	Address	Phone	Grades	School Type	Local District	Board District	Community of Schools
David Starr Jordan Senior High	8721	1872101	2265 E 103RD ST, LOS ANGELES, CA 90002	323-568-4100	9-12	SENIOR HIGH SCHOOL	South	7	FREMONT
James Jordan Middle School	8195	1819501	7911 WINNETKA AVE, WINNETKA, CA 91306	818-882-2496	6-8	MIDDLE SCHOOL	Independent Charter	3	NA

Click on School Name

David Starr Jordan Senior High



About Our School

Principal: KIM, ALEX T

Grades: 9-12

Location Code: 8721

Cost Center Code: 1872101

Local District: South

Community of Schools: FREMONT

Board District: 7

Board Member: Tanya Ortiz Franklin

[Detailed Information](#)

Address: 2265 E 103RD ST, LOS AN
CA 90002

Telephone: 323-568-4100

Fax: 323-249-4709

[All Legal Notices](#)

Website: jhs-laUSD-ca.schoolloop.ca

[link disclaimer](#)

School Profile

The school calendar is: SINGLE-TRACK

Demographics >

Click here and select your school to view
Pedestrian Routes to School >

Athletic Reports >

+ **School Plan for Student Achievement**

+ **Targeted Student Population (TSP) Plan**

+ **Annual GATE Report**

+ **School Innovation Plan Funds**

Performance Indicators

+ **SARC**

CAASPP - CDE

Data Summary Sheet

School Experience Survey Reports

+ **Accountability**

School Budget Reports

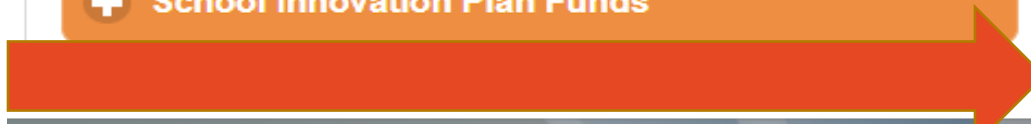
+ **Budget Availability Report**

+ **School Spending Report**

Click on School
Plan for Student
Achievement



Click on School
Spending Report



LAUSD Spending Report

UNIFIED

Location Name 1872101 DAVID STARR JORDAN SENIOR HIGH

Group by:
Program Name ▼

Expand All

Collapse All

Export



	Program Name	Program Code	Commitment Item	Commitment Item Description	Carryover	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)
+	Professional Development-ESSERII										
	Total				\$0	\$0	\$1	\$0	(\$1)	\$0	
+	AB 10 Hygiene										
	Total				\$0	\$0	(\$5,389)	\$0	\$5,543	(\$154)	
+	AB 10 Hygiene-Schools										
	Total				\$0	\$4,500	\$0	\$0	\$0	\$4,500	
+	Acceleration Days - Instructional - ELOG										
	Total				\$0	\$0	(\$2,886)	\$0	\$2,886	\$0	
+	Acceleration Days - Non-Instructional - ELOG										
	Total				\$0	\$0	(\$6,139)	\$0	\$6,139	\$0	
+	Accreditation - Schools										

Questions



Contacts

Name	Office	Email/Phone No.
Saman Bravo-Karimi	Budget Services and Financial Planning	saman.bravo-karimi@lausd.net 213-241-0146
Sarah Chevallier	Local Control and Accountability Plan	sarah.chevallier@lausd.net 213-241-3964
Antonio Plascencia	Parent & Community Services	antonio.plascencia@lausd.net 213-481-3350
Karen Ryback	Federal & State Education Programs	karen.ryback@lausd.net 213-241-6990