

East Los Angeles Skills Center Newsletter

Newsletter Week of 02/13/18
Volume 1, Issue 18

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We Want To Hear From You

We would like to ask all teachers to survey their students regarding their summer school participation. Please survey each of your classes and ask, **“How many of you will want to attend summer school IF we were to offer it Mon – Thurs, from 8 am – 12:15, for 4 weeks, from 07/09/18 – 08/02/18?”**

Please give a tally of your student responses to your program administrator, by end of day Friday, February 16th.

A copy of our submitted self-study to WASC is included with this week's newsletter. If anyone needs a hardcopy or would like it on CD, please see Mr. Rico.

Follow-Up Message about Increase in Email Scams

As a follow-up to the email sent to you, January 23, 2018 regarding important reminders about email scams, the District recently experienced a sophisticated email attack that reached over 450 employees and compromised several accounts. Affected employees received an authentic-looking District email claiming to be from Superintendent Michelle King in an attempt to gain unauthorized access to District network accounts. ITD has now blocked the unauthorized sender and remediated employee accounts that were compromised in an effort to stop the attack from spreading to other employees.

Due to the targeted nature of this email attack, ITD has annotated the actual malicious email message to help you avoid phishing attacks. **Please remember that the District will never ask you for your username or password through email. It is always best to type the web address directly into your browser for any system that requires you to log in with your single sign-on account and password.** For additional information and tips, please visit

<https://achieve.lausd.net/phishing>.

Perfect Attendance at East Los Angeles Skills Center





Coming every day does make a difference and the teachers want to celebrate and encourage this effort. On the last Friday of the month, everyone gathers in the auditorium, and teachers announce the students with Perfect Attendance.

For the month of January, the announcement of Perfect Attendance was held on Thursday, February 1st. Students with certificates attended both ESL periods during the month of January without any absences.

Other students, who were entered into a drawing, received a \$10 McDonald gift certificate for having at least one week or more of perfect attendance.

Teachers donate each month to buy prizes, such as gift cards, for students. Thank you teachers and congratulations students!





Congratulations to Ms. Natalie Espinosa, (I.I. Lab teacher) and Mr. Jonathon Wong (ITTA), for being recognized as having the highest levels of student progress in Apex curriculum thus far!

Way to go!!!

NEWS YOU CAN USE

ABSENCES PRECEDING OR FOLLOWING A VACATION OR HOLIDAY WEEKEND:

Consistent staff attendance is extremely important to the integrity of the instructional program and the safety of students.

Please be aware that any absences immediately preceding or following a holiday weekend or school vacation will require acceptable verification in order to be paid.

Requisition Protocol:

If you are requesting items from an LAUSD qualified vendor, you will need to contact that vendor for an official quote. Make sure to ask for shipping charges and tax for CA.

Once you get a quote, attach it to your requisition form and submit to the appropriate program administrator.

Items that are from an online shopping cart will no longer be accepted. If you have any questions, please see your program administrator.

SUBSTITUTE FOLDERS: Please make sure you have a substitute folder with the essential information needed to perform the duties in your class when you are absent.

Include student attendance information, lesson plans, class rosters, a map of the school, security/emergency information (including how to use the class phone & how to contact the office in case of emergency).

WHAT'S HAPPENING

- **02/15/18: Division Advisor Summit, ELASC Auditorium, 9:30 am – 3:30 pm**
- **02/16/18: IET Teacher Training, ELASC Rm. 305, 1 pm – 4pm**
- **02/19/18: Holiday – Presidents Day, Schools and Offices Closed**
- **02/20/18: ESL Promotional Testing (Trimester Classes)**
 - ◆ **Make-ups (Ongoing – Semester & Saturday Classes)**
- **02/26/18: El Civics Soft Skills (1st per & Eve)**



MISSION STATEMENT

The East Los Angeles Skills Center in collaboration with community—based organizations and stakeholders will provide access to educational programs and services to students to achieve their personal and or career goals through language acquisition, academic and career pathways.

SCHOOL-WIDE LEARNING OUTCOMES

The East Los Angeles Skills Center offers opportunities for all students to:

- Have access to an educational plan and course of study to increase employability
- Obtain technical skills for entry and advanced employment
- Acquire language and academic skills for **advanced educational options and careers**

VISION

To be a dynamic educational and job training institution to empower students to be college prepared and career ready.



February Birthdays

Carrie Jung: 02/02/18

Gus Campos: 02/06/18

Maria E. Martinez: 02/10/18

Bernadette Cruz-Domingo: 02/13/18