



LOS ANGELES UNIFIED SCHOOL DISTRICT MEMORANDUM

TITLE: Administrators' Organization Meetings for the 2019-2020 School Year

NUMBER: MEM-6875.3

ISSUER: Alison Yoshimoto-Towery, Interim Chief Academic Officer
Division of Instruction

DATE: July 23, 2019

ROUTING
All Schools and Offices

PURPOSE: The purpose of this memorandum is to provide information to administrators regarding the required organization meetings for the 2019-2020 school year.

MAJOR CHANGES: This version replaces MEM-6875.2, *Administrators' Organization Meetings for the 2018-2019 School Year*, dated June 14, 2019. The revised version includes up-to-date information on meeting times/locations, and names of presidents and sponsors for various organizations.

INFORMATION: Organization meetings are designed to provide administrators with current information critical to their areas of responsibilities, as well as, provide an opportunity for District leadership to engage and collaborate in professional development that will enhance skills and build capacity at the school site level. School site administrators are expected to attend all required organization meetings.

Central office sponsors will work with organization presidents and the respective boards to create the agendas for the required meetings with the following goals:

- Create a culture of learning and support
- Build a universal knowledge base and provide resources for administrators to implement the L.A. Unified goals and achieve the student outcomes as outlined in the Local Control Accountability Plan and Single Plan for Student Achievement goals
- Provide time for administrators to network and receive timely information about District initiatives

Organization sponsors will send meeting notices and reminders for the required meetings. Organizations presidents will send notices and reminders for non-required meetings.

Organization meetings support professional growth and allow for networking opportunities to promote the sharing of promising practices which is an essential part of student achievement.



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Organization meetings are scheduled as follows:

Elementary Principals' Organization Meetings		
Date	Time	Location
Friday, September 13, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Friday, November 15, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Friday, February 7, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Friday, May 15, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens

Middle School Principals' Organization Meetings		
Date	Time	Location
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Wednesday, September 4, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Wednesday, October 2, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Wednesday, November 6, 2019	7:30 a.m. – Noon	To Be Determined
Wednesday, December 4, 2019	7:30 a.m. – Noon	To Be Determined
Wednesday, February 5, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Wednesday, March 4, 2020	7:30 a.m. – Noon	To Be Determined
Wednesday, April 1, 2020	7:30 a.m. – Noon	To Be Determined
Wednesday, May 6, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens



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Senior High School Principals' Organization Meetings		
Date	Time	Location
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Wednesday, September 4, 2019 <i>*Required (a.m. only)</i>	7:30 a.m. – Noon* Noon – 1:30 p.m.	Pickwick Gardens
Wednesday, October 2, 2019 <i>*Required (a.m. only)</i>	7:30 a.m. – Noon* Noon – 1:30 p.m.	Pickwick Gardens
Wednesday, February 5, 2020 <i>*Required (a.m. only)</i>	7:30 a.m. – Noon* Noon – 1:30 p.m.	Pickwick Gardens
Wednesday, May 6, 2020 <i>*Required (a.m. only)</i>	7:30 a.m. – Noon* Noon – 1:30 p.m.	Pickwick Gardens

Senior High School Options Principals' Organization Meetings		
Date	Time	Location
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Wednesday, September 4, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, September 26, 2019	8:00 a.m. – 11:30 a.m.	Abram Friedman Occupational Center
Wednesday, October 2, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, October 24, 2019	8:00 a.m. – 11:30 a.m.	Abram Friedman Occupational Center
Thursday, January 16, 2020	8:00 a.m. – 11:30 a.m.	Abram Friedman Occupational Center
Wednesday, February 5, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, March 19, 2020	8:00 a.m. – 11:30 a.m.	Abram Friedman Occupational Center
Wednesday, May 6, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, May 28, 2020	8:00 a.m. – 11:30 a.m.	Abram Friedman Occupational Center



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Pilot School Principals' Organization Meetings		
Date	Time	Location
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Wednesday, September 4, 2019 <small>Required</small>	7:30 a.m. – Noon	Pickwick Gardens
Wednesday, October 2, 2019 <small>Required (a.m. only)</small>	7:30 a.m. – Noon* Noon – 3:00 p.m.	Pickwick Gardens
Wednesday, November 6, 2019	7:30 a.m. – Noon	To Be Determined
Wednesday, February 5, 2020 <small>Required (a.m. only)</small>	7:30 a.m. – Noon* Noon – 3:00 p.m.	Pickwick Gardens
Wednesday, March 4, 2020	7:30 a.m. – Noon	To Be Determined
Wednesday, May 6, 2020 <small>Required (a.m. only)</small>	7:30 a.m. – Noon* Noon – 3:00 p.m.	Pickwick Gardens

Special Education Principals' Organization Meetings		
Date	Time	Location
Thursday, August 8, 2019	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Thursday, September 5, 2019	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, October 3, 2019	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, November 7, 2019	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, December 5, 2019	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, January 16, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, February 6, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, March 5, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, April 2, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, May 7, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117
Thursday, June 18, 2020	8:00 a.m. – 4:30 p.m.	Beaudry 17-117



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Adult School Principals' Organization Meetings		
Date	Time	Location
Tuesday, August 6, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	To Be Determined
Friday, October 18, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, November 15, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, February 7, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, March 6, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, April 17, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr

Elementary Assistant Principals' Organization Meetings		
Date	Time	Location
Thursday, October 3, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, November 21, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, February 13, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, May 21, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens

Middle School Assistant Principals' Organization Meetings		
Date	Time	Location
Thursday, October 3, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, November 21, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, February 13, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, May 21, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens



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Senior High Assistant Principals' Organization Meetings		
Date	Time	Location
Thursday, October 3, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, November 21, 2019 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, February 13, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens
Thursday, May 21, 2020 <i>Required</i>	7:30 a.m. – Noon	Pickwick Gardens

Assistant Principals' Secondary Counseling Services Organization		
Thursday, September 26, 2019	8:00 a.m. – 11:30 a.m.	Roy Romer MS
Thursday, November 14, 2019	8:00 a.m. – 11:30 a.m.	To Be Determined
Thursday, January 30, 2020	8:00 a.m. – 11:30 a.m.	To Be Determined
Thursday, March 12, 2020	8:00 a.m. – 11:30 a.m.	To Be Determined

Adult School Assistant Principals' Operations Association		
Date	Time	Location
Friday, October 18, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, November 15, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, February 7, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, March 6, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, April 17, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr

Adult School Assistant Principals' Counseling Services Association		
Date	Time	Location
Friday, October 18, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, November 15, 2019 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, February 7, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, March 6, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr
Friday, April 17, 2020 <i>Required</i>	8:00 a.m. – 3:00 p.m.	East L.A. Skills Ctr



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Organization of Early Education Center Administrators		
Date	Time	Location
Wednesday, September 4, 2019	9:00 a.m. – 1:00 p.m.	Beethoven EEC
Friday, October 18, 2019 <i>Required</i>	9:00 a.m. – 1:00 p.m.	Beethoven EEC
Friday, January 17, 2020 <i>Required</i>	9:00 a.m. – 1:00 p.m.	Beethoven EEC
Friday, April 17, 2020 <i>Required</i>	9:00 a.m. – 1:00 p.m.	Beethoven EEC
Friday, May 22, 2020 <i>Required</i>	12:00 p.m. – 4:00 p.m.	To Be Determined

Organization of Management Administrators		
Date	Time	Location
Thursday, August 15, 2019	Following the Superintendent's Annual Meeting	To Be Determined
Monday, October 14, 2019	7:30 a.m. – 10:00 a.m.	2-131
Monday, February 10, 2020	7:30 a.m. – 10:00 a.m.	2-131
Monday, May 18, 2020	7:30 a.m. – 10:00 a.m.	2-131

ASSISTANCE: For further information, not included in this memorandum, please contact the following Organization Presidents or Central Office Sponsors:

2019-2020 Organization Presidents & Central Office Sponsors

Organization	President Contact Information	Central Office Sponsor
EPO Elementary Principals' Organization	Brian Grass Yorkdale ES 323-255-0587 beg1783@lausd.net	Carlen Powell carlen.powell@lausd.net (213) 241-5333
MSPO Middle School Principals' Organization	Gilberto Samuel Cochran MS 323-730-4300 gilberto.samuel@lausd.net	Eduardo Solorzano eduardo.solorzano@lausd.net (213) 241-5333
SHSPO Senior High School Principals' Organization	Mylene Keipp Eagle Rock HS 323-340-3500 mylene.keipp@lausd.net	Patricia Heideman pheidema@lausd.net (213) 241-5333
EAPO Elementary Assistant Principals' Organization	Jerrilynn Miles Alta Loma ES 323-939-2113 jmiles3@lausd.net	Carlen Powell carlen.powell@lausd.net (213) 241-5333



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Organization	President Contact Information	Central Office Sponsor
MSAPO Middle School Assistant Principals' Organization	Martin Tate Madison MS 818-255-5200(school) mxt6343@lausd.net	Eduardo Solorzano eduardo.solorzano@lausd.net (213) 241-5333
SHAPO Senior High Assistant Principals' Organization	Mario Hernandez Sun Valley Magnet 818-255-5122 mah3178@lausd.net	Patricia Heideman pheidema@lausd.net (213) 241-5333
SHSOPO Senior High School Options Principals' Organization	Allan Maciel San Antonio High School 323-826-2420 allan.maciel@lausd.net	Patricia Heideman pheidema@lausd.net (213) 241-5333
PSPO Pilot School Principals' Organization	Juan Jauregui Carson Senior High Academy of Medical Arts 323-817-6461 irj9809@lausd.net	George Bartleson gbartles@lausd.net (213) 241-0466
ASPO Adult School Principals' Organization	Bernadine Gonzalez Slawson Occupational Center 323-729-6400 bsg6314@lausd.net Andrea Rodriguez East Los Angeles Skills Center 323-224-5970 arodri02@lausd.net	Joseph Stark joseph.stark@lausd.net (213) 241-3150
SEPO Special Education Principals' Organization	Melissa Winters Widney Career Preparatory & Career Center 323-731-8633 (school) mrw4766@lausd.net	Beth Kauffman beth.kauffman@lausd.net (213) 241-6701
OEECA Organization of Early Education Center Administrators	Wendy Peel 28 th Street EEC 323-231-6921 (school) wpeel@lausd.net	Dean Tagawa dtagawa@lausd.net (213) 241-0415
APSCSO Assistant Principals' Secondary Counseling Services Organization	Karen Fattal Roy Romer Middle School 818-505-2225 kfattal@lausd.net	Jesus Angulo jangulo@lausd.net (213) 241-7510



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Organization	President Contact Information	Central Office Sponsor
ASAPO Adult School Assistant Principals' Operations Association	Denise Becker L.A. Technology Center 323-373-2300 dsb2186@lausd.net	Joseph Stark joseph.stark@lausd.net (213) 241-3150
APAPCS Adult School Assistant Principals' Counseling Services Association	Imelda Macias Abram Friedman Occupational Ctr. 213-765-2400 imacias@lausd.net	Joseph Stark joseph.stark@lausd.net (213) 241-3150
OMA Organization of Management Administrators	Donna Horowitz Student Health and Human Services 213-202-7580 donna.horowitz@lausd.net	Alison Yoshimoto-Towery alison.towery@lausd.net (213) 241-4822