



**LOS ANGELES UNIFIED SCHOOL DISTRICT  
MEMORANDUM**

**TITLE:** District Validation Review (DVR) Parent Team Member Job Announcement and Application

**NUMBER:** MEM-076704

**ISSUER:** Anthony Aguilar, Chief of Special Education, Equity and Access Division of Special Education

**DATE:** August 29, 2019

**ROUTING**  
All Locations and Schools  
Local District Superintendents  
Local District Directors of Instruction  
Special Education Administrators  
School Site Administrators  
Charter School Administrators

**DUE DATE:** **Application Due Date: September 17, 2019**

**PURPOSE:** The purpose of this memorandum is to provide information regarding the posting of the “District Validation Review (DVR) Parent Team Member” job announcement and the accompanying application.

**MAJOR CHANGES:** Information in this memorandum has been updated for the 2019-2020 school year. Schools are encouraged to post the Job Announcement and Application on their school’s website.

**GUIDELINES:** The following guidelines apply. The District employs parents of Los Angeles Unified School District (LAUSD) students with disabilities to participate as members of the District Validation Review (DVR) teams. The DVR is the District’s internal monitoring process for special education programs.

Schools must post the attached “District Validation Review (DVR) Parent Team Member” job announcement (Attachment A) and application (Attachment B) in an area that is visible to the public. In an effort to improve our recruitment process, schools are encouraged to post the Job Announcement and Application on the school’s website. The application is also posted on the Division of Special Education website on the homepage in the News & Announcements section at <https://achieve.lausd.net/sped>. If parents express interest in applying for the position of DVR Parent Team Member, the school must provide parents with a copy of the application.

State law requires fingerprint clearance for employment. Per District procedure, the \$56.00 fingerprinting fee will be deducted from the employee’s first and second payroll warrants.

**RELATED RESOURCES:** Modified Consent Decree



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**ATTACHMENTS:** Attachment A – “District Validation Review (DVR) Parent Team Member”  
Job Announcement

Attachment B – Application for 2019-2020 District Validation Review (DVR)  
Parent Team Member

**ASSISTANCE:** For assistance or further information, please contact LaTanya Tolan, Specialist,  
Division of Special Education, at 213-241-6701 or at [latanya.tolan@lausd.net](mailto:latanya.tolan@lausd.net).