



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

TITLE: 2020 Graduation Caps, Tassels, and Gowns

NUMBER: REF-6484.6

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PURPOSE: This Reference Guide outlines policies, procedures and guidelines for schools to order District provided rental graduation caps, tassels and gowns and the procedures for students to purchase caps, tassels, and gowns as keepsakes. The procedures contained in this reference guide only apply to schools for the 2019-2020 school year.

MAJOR CHANGES: This Reference Guide replaces 6484.5, *2019 Graduation Caps, Tassels and Gowns*, dated March 18, 2019. A new 2020 Color Choice Form, Attachment C, has been added to ensure selection accuracy. The contract with Herff Jones to provide caps and gowns to the District will be active from January 1, 2020 to December 31, 2022.

GUIDELINES Pursuant to Education Code Sections 49010 and 49011, schools cannot require students to purchase or rent a cap, tassel, and gown as a condition for participation in the graduation ceremony. The District will provide rental caps, tassels and gowns, free of charge to high school graduating seniors from the contracted vendor for use during the graduation ceremonies. Parents have the option of purchasing a gown for their student as a keepsake or receiving a District issued rental. Rental and keepsake caps, tassels, and gowns are of the same quality and color.

Contracted vendor: Herff Jones, vendor number 1000004801, contract number 4400007904.

“Senior Packages” shall not include cap, gown, or tassel by Herff Jones or any other vendors, nor be offered online for purchase.

I. PROCEDURES FOR ORDERING CAPS, TASSELS, AND GOWNS

- Schools shall establish procedures for the ordering, distribution, and collection of gowns in accordance with this Reference Guide.
- School site will contact the Herff Jones representative to schedule a site visit with the graduating class, for senior fittings. See Attachment B for assigned Herff Jones representative.

ROUTING

All Employees
All Locations



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

- Parents of all high school seniors and participating faculty will complete a Measurement Form. See Attachment D; one copy is for the school site, one copy is for Herff Jones. No other personal information is needed by Herff Jones.
- School site will create a list with name, height, and weight for all seniors and participating faculty to be attached to the shopping cart.
- School site will determine the number of caps, tassels, and gowns for purchase vs. District-issued “rentals” via school survey.
- School site will create a shopping cart via Systems Applications and Products (SAP) and include 2020 Color Choice Form, Attachment C.
- To avoid expedited handling fees, the shopping cart must have an APPROVED status by March 27, 2020.
- Orders approved after March 27, 2020, may be subject to expedited shipping and handling fees. Fees are the responsibility of the school site and will require a signature from a Site Administrator to accept the responsibility for the additional charges.

To Purchase as a “Keepsake”:

- Designated school site personnel will collect keepsake funds.
- Herff Jones representatives are NOT to collect funds.
- Financial Managers will generate a check for keepsake to be mailed to Cash Receipts (LAUSD) for credit to the Caps and Gowns Account.

To Receive a District-Issued “Rental”:

- Parents/students will sign a “Gown Rental Agreement” issued by the school site. See Attachment A.
- A rental cap, tassel, and gown will be issued to the student according to established school procedures.
- The “Gown Rental Agreement” must include terms and conditions for acceptable use of the cap and gown. Specific language will notify parents that if the gown is returned in poor condition, the parent will be responsible for the full cost of the gown. There are no waivers or exemptions of the required fees for damaged gowns for any student. Failure to return the rental gown or pay the necessary fees may prevent a student from receiving his/her transcript/diploma (see BUL-5509.3, *Restitution Procedures for the Loss or Damage of School Property for Students*, dated July 25, 2018).

II. ORDERING CAPS AND GOWNS FOR PARTICIPATING FACULTY

Herff Jones will provide one free rental faculty cap, tassel, gown, and hood per 20 students. All faculty caps, tassels, gowns, and hoods must be included on the same purchase order as with the students. The faculty list with name, height, and



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

weight must be attached to the shopping cart. See Attachment D for Measurement Form.

- Use Material Number **2016722525** for free faculty rentals.
- Use Material Number **2016722520** for additional faculty rentals.

III. CREATING A SHOPPING CART

Herff Jones must receive a purchase order for delivery of product.

- School site will create a shopping cart via SAP using the budget line established and administered by Budget Services (see VI. Funding Information).
- Use Material Number **2016711500** for **Matte** finish.
- Use Material Number **2016722500** for **Satin** finish.
- Use Reference Contract **4400007904** for each line item.
- Change the delivery date to ten (10) days prior to graduation date.
- Complete 2020 Color Choice Form, Attachment C, with the gown, cap, tassel colors, other accessories, graduation date, and school site contact information and attach it to your shopping cart.
- Attach student and faculty list with name, height, and weight.
- Order 10% extra caps, gowns, and tassels.

Note: For additional caps, tassels, and gowns, once a purchase order has been created, the school site will create a new shopping cart. The school site will email their request to their Herff Jones representative and the Local District Buyer with the additional items and shopping cart number. **DO NOT MODIFY AN EXISTING PURCHASE ORDER.**

IV. ELEMENTARY AND MIDDLE SCHOOL CAP AND GOWN POLICY

The use of graduation-like exercises and dress (caps, tassels, and gowns) is reserved specifically for 12th graders. Elementary and middle schools shall not purchase or rent caps and gowns for participation in culmination ceremonies. The District will only provide cap and gown rentals for graduating high school seniors (see REF-1303.3, Commencement Guidelines, dated March 23, 2018).

V. CAPS, TASSELS, AND GOWNS FOR SUMMER SCHOOL GRADUATES

An additional count will not be required for summer school graduates, as cap and gown orders placed were inclusive of candidates for graduation in the Class of 2020. In the event that additional caps and gowns are needed for summer graduates, the school site personnel will create a new shopping cart order, with



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

Attachment C, and a list of student names, heights, and weights which must be attached to the shopping cart and submitted by June 12, 2020.

VI. FUNDING INFORMATION

Enter the Cap and Gown funding line as follows:

Fund: 010-0000
 Functional Area: 0000-2700-10418
 G/L Account: 430001
 Cost Center: Use school's cost center

Note: ASB funds cannot be used for caps and gowns.

VII. PRICING/MATERIAL INFORMATION

Note: District covers only the rental of cap, gown, and tassel, including sales tax. All other items will be funded by the school site. Prices quoted below do not include sales tax.

Purchased Item Cost:

| Item | Product Number | Cost/Item |
|-----------------------|----------------|-----------|
| Cap, Gown, and Tassel | Various | \$8.94 |
| Honor Cords | 2016700500 | \$2.69 |
| Honor Cords (double) | 2016700729 | \$5.38 |
| Stole/Sash (plain) | 2016700507 | \$4.49 |
| Medallion | 2016700522 | \$3.89 |
| Tassel | 2016711451 | \$1.92 |

Rental Item Cost:

| Item | Product Number | Cost/Item |
|-----------------------|----------------|-----------|
| Cap, Gown, and Tassel | Various | \$8.94 |
| Stole/Sash (plain) | 2016700504 | \$2.89 |
| Staff Hood | 2016700511 | \$6.89 |

VIII. GUIDELINES FOR THE RETURN OF GOWNS

Only the gown is to be returned to the vendor. The caps and tassels do not need to be returned by the student. Return forms and instructions are included with the order when delivered to the school. Complete the return forms before contacting the transportation company for the pick-up. See Attachment E if the return instructions and forms are missing.

- Rental gowns must be returned to the school within one week after the graduation ceremony, in good condition.



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

- Count and return all unopened/unused caps, tassels, and gowns in the original packaging for full credit, unless held for summer graduation.
- Complete the *Unused Merchandise Record of Return & Request for Credit form*, and call carrier for pick-up, see Attachment E.
- Submit a copy of completed Attachment E to Inquiries.Procurement@lausd.net.
- Return used gowns, and unused cap, gowns, and tassels to Herff Jones by JUNE 22, 2020.

AUTHORITY: Education Code Sections 49010, 49011.

RELATED REF-1303.3, *Commencement Guidelines*, dated March 23, 2018.

RESOURCES: BUL-5509.3, *Restitution Procedures for the Loss or Damage of School Property for Students*, dated July 25, 2018.

ASSISTANCE: For assistance or further information, please contact Jesus Angulo, Director, Academic and Counseling Services, Division of Instruction, at (213) 241-7510 or jangulo@lausd.net.

Procurement Contracts Administration - Local District Buyer

| Local District | Contact | Phone | E-mail |
|----------------|------------------|----------------|--|
| Central | Ana Licon | (213) 241-8787 | ana.licon@lausd.net |
| East | Mario Fuller | (323) 224-3179 | mario.fuller@lausd.net |
| Northeast | Jeri Reed | (818) 252-5468 | jeri.reed@lausd.net |
| Northwest | Jina Jung | (818) 654-3719 | jina.jung@lausd.net |
| South | Oscar Montes | (310) 354-3558 | oscar.montes@lausd.net |
| West | Michelle Conerly | (310) 914-2172 | michelle.conerly@lausd.net |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ANEXO A

[SCHOOL LETTERHEAD]
Acuerdo sobre el alquiler de toga

Estimados Padres de Familia:

L.A. Unified no requiere que los estudiantes / los padres compren birretes y togas como una de las condiciones para participar en la ceremonia de graduación ya que la ceremonia de graduación se considera una actividad de instrucción. El Distrito proporcionará el "alquiler" de togas, de forma gratuita a los estudiantes que se gradúen de la escuela preparatoria para que los usen durante las ceremonias de graduación. Se les ofrece la opción de comprar la toga como recuerdo, o utilizarlos mediante "alquiler" del Distrito. Las togas de "alquiler" serán de la misma calidad y color que los que estén a disposición de las familias para que los compren como recuerdo. Este acuerdo para el alquiler de toga enumerará las pautas y los procedimientos para "alquilar" una toga y un birrete del Distrito.

Período de alquiler: El período de alquiler de la toga y el birrete comenzará el ____ y concluirá el ____.

Devolución de las togas: Las togas de alquiler se deben devolver a la escuela en la fecha indicada anteriormente, o antes, en "buena" condición (ver abajo). El proceso para la entrega y devolución de las togas se les comunicará a los estudiantes del 12º grado. Los estudiantes no deberán devolver los birretes y las borlas. Habrá sanciones para los estudiantes del 12º grado que no devuelvan su toga para la fecha de devolución indicada en este contrato de alquiler.

Política de Uso Aceptable: Todas las togas de alquiler para usarse durante la ceremonia de graduación se deberán devolver en "buena" condición. El artículo 48904 del Código de Educación de California establece que el padre o tutor de un menor se hace responsable ante un distrito escolar por toda propiedad prestada al estudiante que presente daños o no se devuelva según lo acordado. Además, el Distrito escolar queda autorizado para retener las calificaciones, el diploma, y la constancia de estudios de un estudiante hasta que el estudiante o el padre / tutor pague la pérdida o daño de la propiedad escolar (toga). El Distrito escolar solicitará la restitución si la propiedad escolar presenta daños o se pierde. Los daños a las togas de graduación pueden incluir, sin limitarse a lo siguiente: toga cortada, enganchada, descolorida o manchada. Si se entrega una toga de graduación en mal estado, el estudiante y /o padre tendrán la obligación de presentar el pago total al Gerente Financiero Principal del plantel escolar. No se otorgará a ningún estudiante exenciones ni descargo de los costos por las togas dañadas. De acuerdo con las políticas de L.A. Unified, el no efectuarse la devolución de una toga de alquiler o el pago de los costos necesarios, posiblemente impida que el estudiante reciba su constancia de estudios/ diploma.

He leído, entiendo, y estoy de acuerdo en cumplir los términos del acuerdo de "alquiler" de toga para la ceremonia de graduación. Firmar y entregar el talón a _____.

| | | |
|--|--------------------------------------|-------|
| _____ | _____ | _____ |
| Nombre del estudiante (letra de molde) | Firma del estudiante | Fecha |
| _____ | _____ | _____ |
| Nombre del padre, la madre o el tutor (letra de molde) | Firma del padre, la madre o el tutor | Fecha |



[SCHOOL LETTERHEAD]

Քառակուսաձև գլխարկի և թիկնոցի վարձույթի պայմանագիրը

Հարգելի ծնող,

ԼԱՄԴՇ-ն այլևս չի պահանջում, որ աշակերտները/ծնողները գնեն քառակուսաձև գլխարկներ և թիկնոցներ, որպես պայման ավարտական արարողությանը մասնակցելու համար, քանի որ այն համարվում է ուսումնական գործունեություն: Շրջանը կտրամադրի «վարձույթով» թիկնոցներ **անվճար** ավագ դպրոցի շրջանավարտներին ավարտական արարողությունների ժամանակ օգտագործելու համար: Ձեզ տրվել են տարբերակներ գնելու թիկնոց, որպես հուշանվեր կամ ստանալու այն Շրջանի կողմից «վարձույթով»: «Վարձույթով» թիկնոցները կլինեն նույն որակի և գույնի, ինչպես նրանք, որ տրամադրվում են ընտանիքներին որպես հուշանվեր գնելու համար: Թիկնոցի վարձույթի այս պայմանագիրը ներկայացնում է Շրջանի կողմից «վարձույթով» թիկնոց ստանալու դրույթները և ընթացակարգը:

Վարձույթի ժամկետներ. Քառակուսաձև գլխարկի և թիկնոցի վարձույթի սկիզբը կլինի _____-ին, իսկ ավարտը _____-ին:

Թիկնոցի հանձնում. «Վարձույթով» թիկնոցները պետք է վերադարձվեն դպրոց վերը նշված օրը կամ դրանից առաջ լավ վիճակում (տես ստորև): Շրջանավարտներին կհաղորդվի թիկնոցների տրամադրման և հանձնումի գործընթացի մասին: Աշակերտները կարող են չվերադարձնել գլխարկներ և ծուպեր: Այն շրջանավարտների հանդեպ, ովքեր չեն վերադարձնի իրենց թիկնոցը մինչև վարձույթի պայմանագրի մեջ նշված հանձնումի ամսաթիվը, պատժամիջոցներ են կիրառվելու:

Ընդունելի օգտագործման դրույթներ. Բոլոր թիկնոցները, որոնք վարձակալվել են ավարտական արարողության ժամանակ օգտագործելու համար, պետք է վերադարձվեն լավ վիճակում: Կալիֆորնիայի Կրթական օրենսգրքի 48904 բաժնում ասված է, որ անչափահասի ծնողը կամ խնամակալը պատասխանատվություն է կրում դպրոցական շրջանի առջև՝ աշակերտի համար վարձակալված ողջ գույքի համար, եթե դա վնասվել է կամ չի վերադարձվել ժամանակին: Բացի այդ, դպրոցական շրջանը լիազորված է չնշանակել գնահատականներ, չհանձնել դիպլոմներ և հավելվածներ աշակերտին մինչև աշակերտը կամ ծնողը/խնամակալը չվճարի դպրոցական գույքի (թիկնոց) կորստի կամ վնասման համար: Դպրոցական շրջանը պահանջելու է փոխհատուցում, եթե դպրոցական գույքը վնասվել կամ կորել է: Շրջանավարտի թիկնոցը համարվում է վնասված, եթե այն պատռված է, վրան ունի ձգված թելեր, գունաթափված է, կեղտոտված է և այլն: Եթե շրջանավարտի թիկնոցը վերադարձվում է անմխիթար վիճակում, ապա աշակերտը և/կամ ծնողը պատասխանատու կլինեն տալ ամբողջ գումարը դպրոցում Ֆինանսների ավագ մենեջերին: Ոչ մի աշակերտի համար չկա բացառություն կամ ազատում պահանջվող վճարումներից վնասված թիկնոցների համար: Ըստ ԼԱՄԴՇ-ի քաղաքականությանը, աշակերտը կարող է չստանալ իր դիպլոմը/հավելվածը՝ վարձույթով թիկնոցի վերադարձնելու կամ անհրաժեշտ տուգանքի վճարելու ձախողման պատճառով:

Ես կարդացել եմ, հասկացել եմ և համաձայն եմ հետևել Քառակուսաձև գլխարկի և թիկնոցի վարձույթի պայմանագրի դրույթներին՝ ավարտական արարողության ժամանակ «վարձույթով» թիկնոցի օգտագործելու վերաբերյալ: Ստորագրել և վերադարձնել բաժանելի թերթիկը _____:

| | | |
|--------------------------------|--------------------------------|---------|
| _____ | _____ | _____ |
| Աշակերտի անուն (տպագիր) | Աշակերտի ստորագրություն | Ամսաթիվ |
| _____ | _____ | _____ |
| Ծնողի/խնամակալի անուն (տպագիր) | Ծնողի/խնամակալի ստորագրություն | Ամսաթիվ |



[SCHOOL LETTERHEAD]
方帽長袍租賃協議

親愛的家長：

由於畢業典禮屬於教學活動，因此 LAUSD 不要求學生/家長購買方帽長袍用作參加畢業典禮之用。學區將為高中畢業生在畢業典禮時**免費**提供「出租」長袍。您可以選擇購買長袍作為紀念品或接收學區所提供的「出租」品。「出租」方帽長袍的質量和顏色與家長可以購買作為紀念品的相同。這長袍協議將概述怎樣獲得學區提供的「出租」長袍的方法和程序。

租借期限：租賃期限將從____開始至____為止。

歸還方帽長袍：出租長袍必須在上述日期或之前以「良好」狀況送回學校（見下文）。退回方帽長袍的程序將會告訴畢業生。學生不必歸還方帽和流蘇。如果未能在本租賃協議中指定的退回日期之前歸還長袍的畢業生將受到處罰。

可接受使用政策：為畢業典禮所租用的所有禮服必須在「良好」狀態下退回。加利福尼亞州教育法第 48904 條規定未成年人士的家長或監護人應對學區向學生借出但受損或未按約定退回的物品承擔責任。此外，直到學生或家長/監護人為學校財物（長袍）的損失或損壞支付費用前，學區有權禁止發出學生的成績、文憑和成績單。當學校財物遭到破壞或丟失時，學區將尋求補償。畢業禮服的損壞可包括但不限於被割爛、鉤壞、變色或弄污。如果畢業禮服退回時狀況不佳，學生和/或家長將須在學校網站的高年級財務管理頁面負責繳付全額費用。沒有任何學生可以在禮服損壞方面獲得賠償免責。根據 LAUSD 學區政策，如未能退回出租禮服或支付所需費用，這可能會使學生未能收到他/她的成績單/文憑。

我已詳閱，明白並同意遵守「方帽長袍協議」的條款，以便在畢業典禮上使用「出租」長袍。請簽署並提交撕下部份_____。

| | | |
|--------------|----------|-------|
| _____ | _____ | _____ |
| 學生姓名（正寫） | 學生簽名 | 日期 |
| _____ | _____ | _____ |
| 家長/監護人姓名（正寫） | 家長/監護人簽名 | 日期 |



첨부서 A

[SCHOOL LETTERHEAD]
가운 및 사각모 대여에 관한 동의서

학부모님께,

졸업식은 교육적 활동으로 간주하기 때문에 LAUSD는 학생과 학부모님께 졸업식에 참가하는 조건으로 가운과 사각모를 구입할 것을 요구하지 않습니다. 교육구는 졸업식에 사용할 "대여" 가운을 고등학교 졸업반 학생들에게 **무료로** 제공할 것입니다. 가운을 기념품으로 구매할 수도 있고, 교육구에서 "대여"하는 것을 사용할 수도 있습니다. 기념품으로 구매할 수 있는 가운 및 사각모와 "대여"하는 가운의 품질과 색상은 모두 같습니다. 본 가운 대여에 관한 동의서에는 교육구에서 "대여"하는 가운과 사각모를 이용하기 위한 지침 및 절차가 요약되어 있습니다.

대여 기간: 가운 및 사각모의 대여 기간은 ____부터 ____까지입니다.

가운 및 사각모 반납: 위에 표시된 날짜 또는 그 이전에 대여 가운을 "양호한" 상태로 학교에 반납해야 합니다 (아래 참조). 가운과 사각모의 대여 및 반납 절차는 졸업반 학생들에게 통지할 것입니다. 사각모와 장식 술(tassel)은 학생이 반납할 필요가 없습니다. 이 대여 동의서에 명시된 날짜까지 가운을 반납하지 않는 학생에게는 벌금이 부과됩니다.

합당한 사용에 관한 방침: 졸업식에 사용하기 위해 대여한 모든 가운은 "양호한" 상태로 반납해야 합니다. 캘리포니아 교육법 48904 항에 따르면 학생에게 대여한 모든 재산에 대해 해당 재산이 손상되었거나 합의한 대로 반환하지 않을 경우, 미성년자의 부모 또는 보호자는 교육구에 책임을 져야 한다고 명시되어 있습니다. 또한, 교육구는 학생 또는 부모/보호자가 학교 재산(가운)의 손실 또는 피해에 대해 지불할 때까지 학생의 성적, 졸업장 및 성적증명서를 보류할 권한을 갖고 있습니다. 학교 재산이 손상되거나 분실되면 교육구에서 손해배상을 청구할 것입니다. 졸업 가운의 손상에 절단, 찢어짐, 변색 또는 얼룩 등이 포함될 수 있습니다. 반납 시 졸업 가운의 상태가 좋지 않을 경우 학생 및/또는 학부모는 해당 학교의 재무담당자(Senior Financial Manager)에게 전액을 지급해야 합니다. 어떤 학생에 대해서도 손상된 가운에 대한 청구액을 면제하지 않습니다. LAUSD 정책에 따라, 대여 가운을 반납하지 않거나 청구액을 지불하지 않을 경우, 학생은 성적증명서/졸업장을 받지 못할 수 있습니다.

본인은 졸업식에 사용할 "대여" 가운에 대한 동의서의 조건을 읽고 이해했으며 이를 준수하는 데 동의합니다. 절취선 하단에 서명하고 자른 후 _____에(게) 제출하십시오.

| | | |
|----------------------|------------|-------|
| _____ | _____ | _____ |
| 학생 이름 (인쇄체로 기재) | 학생 서명 | 날짜 |
| _____ | _____ | _____ |
| 학부모/보호자 이름 (인쇄체로 기재) | 학부모/보호자 서명 | 날짜 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ATTACHMENT B

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| NW | 8726 | Addams HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8507 | Aggeler HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8852 | Angel's Gate HS | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| C | 7722 | Angelou Community SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8609 | Arleta SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 1941 | Banneker CTC | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8529 | Banning SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8530 | Banning SH CP Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7602 | Banning SH FF Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7577 | Banning SH STEAM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7622 | Bell Gifted/STEM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8536 | Bell SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8543 | Belmont SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8696 | Bernstein SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 7734 | Bernstein SH STEM | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8831 | Boyle Heights HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7615 | Boyle Hts STEM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8754 | Bravo SH Medical Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8612 | Burke HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8571 | Canoga Prk SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8146 | Canoga Prk SH CAM Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8572 | Canoga Prk SH EEVS Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| XS | 2092 | Carlson Home | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| XS | 1944 | Carlson Hospital | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| S | 7657 | Carson Acad Ed & Emp | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|----------------------|-------------|--------------|--------------|--|--|
| S | 7656 | Carson Acad Med Arts | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8575 | Carson SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8506 | CDS Aggeler | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8670 | CDS Alonzo | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7761 | CDS Johnson | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8589 | CDS Johnston | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8092 | CDS London | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8991 | CDS Tri-C | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8730 | CDS West Hollywood | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8580 | Central HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8583 | Chatsworth CHS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7715 | Chavez LA ArTES Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7717 | Chavez LA ASE | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7716 | Chavez LA SJ Hum Ac | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8901 | Chavez LA Tech Prep | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8688 | Cheviot Hills HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| XS | 8801 | City of Angels | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8590 | Cleveland CHS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8593 | Cleveland CHS Hum Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7541 | Cleveland GMS Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8207 | Contreras LC ALC | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8517 | Contreras LC Bus Tr | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8774 | Contreras LC Glbl St | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8527 | Contreras LC Soc Jus | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8516 | Cortines Sch of VAPA | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8596 | Crenshaw Mag STEMM | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 1197 | CTC - West | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|----------------------|-------------|--------------|--------------|--|--|
| C | 8738 | DBM | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8603 | Dorsey L/PS/PPS Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8600 | Dorsey SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8601 | Dorsey SH STM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8746 | Downtown CS/DMA/E Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7667 | Dymally SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7536 | Dymally SH BMS/R Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8614 | Eagle Rock HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8578 | Eagle Tree Contn HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8788 | Earhart HS | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| C | 8710 | Early College Acad | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8607 | East Valley SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8615 | Egl Rck HS Gifted Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8770 | Einstein HS | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 3548 | Elizabeth LC | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8930 | Ellington HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8876 | Evergreen HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8621 | Fairfax SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8622 | Fairfax SH VA Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8132 | Foshay LC | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8643 | Franklin HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8644 | Franklin SH STM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8650 | Fremont SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8651 | Fremont SH STEAM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8142 | Fulton College Prep | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8133 | Fulton CP CAM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| W | 6087 | GAL King Sch for STEM | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8664 | Gardena SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8662 | Gardena SH GB Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8679 | Garfield SH | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 8680 | Garfield SH CoSci Mg | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| NE | 8683 | Grant SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8684 | Grant SH CP/DA Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7539 | Grant SH Hum/IS Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8816 | Grey HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8686 | Hamilton SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8687 | Hamilton SH Human Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8594 | Hamilton SH Mus PA Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8713 | Hawkins SH C/DAGS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 7665 | Hawkins SH CHAS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 7666 | Hawkins SH RISE | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8645 | Highland Park HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8693 | Hollywood SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 7599 | Hollywood SH NM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8694 | Hollywood SH PA Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8652 | Hope HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8700 | Huntngtn Pk SH | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 7542 | Huntngtn Pk SH Mag | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| NW | 8559 | Independence HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8701 | International St LC | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8531 | Isaacs Avalon HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8714 | Jefferson SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8721 | Jordan SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|----------------------|-------------|--------------|--------------|--|--|
| C | 8777 | Kahlo HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 7951 | Kennedy Gifted/Md Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8725 | Kennedy SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8724 | Kennedy SH ADDFM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8727 | King-Drew SH Md/S Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8741 | LACES Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7390 | Lake Balboa CP K-12 | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8745 | LAUSD/USC MA/Eng Mag | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 8921 | Legacy SH STEAM | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7664 | Legacy SH VAPA | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 1908 | Leichman CPTC | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8638 | Lewis HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 7578 | Lincoln ESP Magnet | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8729 | Lincoln SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8732 | Lincoln SH STM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8685 | London HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8736 | Los Angeles SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8739 | Los Angeles STEAM Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 1948 | Lowman Sp Ed & CTC | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 8917 | MaCES Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8743 | Manual Arts SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8744 | Manual Arts SH CP Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 1949 | Marlton School | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| E | 8866 | Marquez SH HPIAM | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 7725 | Marquez SH Libra | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 7669 | Marquez SH Soc Jus | Dallas Moon | 805-716-0278 | 805-910-9294 | dimoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8751 | Marshall Gifted Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| C | 8750 | Marshall SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8882 | Maywood Academy SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 1918 | McAlister HS CYESIS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 1952 | McBride Sp Ed Ctr | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8611 | Mendez SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8757 | Metropolitan HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8760 | Middle College HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 1910 | Miller CTC | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| NE | 8845 | Mission HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8666 | Moneta HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8768 | Monroe SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7540 | Monroe SH FA Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8769 | Monroe SH L/G Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8767 | Monroe SH PA Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7762 | Monroe SH POPP | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8677 | Monterey HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8916 | Mt Lukens HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8779 | Narbonne SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7543 | Narbonne SH BET Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8838 | Narbonne SH HArts LA | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8778 | Narbonne SH STEAM Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 7614 | Nava College Prep | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8545 | Newmark HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8786 | No Hollywd SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8785 | No Hollywd SH HG Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7544 | No Hollywd SH STEM Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8787 | No Hollywd SH Zoo Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| NW | 8513 | Northridge Acad SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8873 | Odyssey HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8853 | Orthopaedic Hsp SH Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8573 | Owensmouth HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8610 | Panorama SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 8781 | Patton HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8558 | Pearl SH Jrnls/Cmm Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 1953 | Perez Sp Ed Ctr | Tim Coffey | 818-762-5475 | 818-416-7242 | tcoffey@herffjones.com | 12115 Magnolia Blvd. #117 North Hollywood, CA 91607 |
| W | 8909 | Phoenix HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8636 | Polytechnic SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8809 | Polytechnic STM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8731 | Pueblo de LA HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8807 | Ramona HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8868 | Rancho Domngz Prep | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 2346 | Rancho Domngz Prep Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8814 | Reseda Charter HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7600 | Reseda CHS AME Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8813 | Reseda CHS PA Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8815 | Reseda CHS Sci Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 7771 | RFK Ambstr Glbl Ldsh | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8501 | RFK LA SH Arts | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 7783 | RFK New Open Wld | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 8206 | RFK Sch Vis Arts/Hum | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| C | 7780 | RFK UCLA Comm Sch | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 1917 | Riley HS CYESIS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7718 | Rivera LC Com & Tech | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 7719 | Rivera LC GD STEAM Ac | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| S | 7721 | Rivera LC Perf Arts | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8867 | Rivera LC Pub Srv | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8723 | Rodia HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8895 | Rogers HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 7749 | Roosevelt SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7751 | Roosevelt SH STM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8544 | Roybal LC | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8702 | San Antonio HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8843 | San Fernando SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8844 | San Fernando STM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| S | 7586 | San Pedro G/STEAM Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8851 | San Pedro MS/T/M Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8850 | San Pedro SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8847 | San Pedro SH PA Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8716 | Santee EC | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| XS | 8497 | Secondary CDS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8842 | SOCES Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 7752 | Solis LA | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8577 | Sotomayor Art/Sci Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8881 | South East SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8019 | South East SH T/M Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8871 | South Gate SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8585 | Stoney Point HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7646 | Sun Valley Mag BSEL | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8093 | Sun Valley SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7658 | Sylmar Acad BH/E Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8878 | Sylmar CHS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| NE | 8879 | Sylmar CHS STM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8880 | Taft CHS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 7952 | Taft Gifted/STEAM Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8883 | Thoreau HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8606 | Torres ELA PA Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7773 | Torres Eng & Tech | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7775 | Torres Hum/Art/Tech | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7772 | Torres Renaissance | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7777 | Torres Soc Jst Ldshp | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8886 | University HS Charter | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 7754 | Univrsty CHS MAST Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NW | 8898 | Valley Acad Arts/Sci | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8893 | Van Nuys SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8891 | Van Nuys SH Med Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8894 | Van Nuys SH PA Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8892 | Van Nuys SH STM Mag | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8907 | Venice SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 7647 | Venice SH STEMM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8911 | Venice SH WL/GS Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NE | 8914 | Verdgo Hls SH | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 8913 | Verdgo Hls SH STEMM M | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| NE | 7648 | Verdgo Hls SH VAPA Mg | Dallas Moon | 805-716-0278 | 805-910-9294 | dymoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8602 | View Park Contn HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8518 | Vladovic Harbor TPA | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8928 | Washington Prep SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8927 | Washington STEAM Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 7696 | WESM Env Natrl Sci | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

| LD | Location Code | School Name | Rep Name | Office # | Cell # | Email | Address |
|----|---------------|-----------------------|-------------|--------------|--------------|--|--|
| W | 7695 | WESM G/HG/HA STEAM Mg | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8943 | WESM Hlth/Sports Med | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 8748 | West Adams Prep SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| W | 8623 | Whitman HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| C | 1914 | Widney CPTC | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 1957 | Willenberg Sp Ed Ctr | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| E | 8618 | Wilson SH | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8619 | Wilson SH AL Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 7601 | Wilson SH FF Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| E | 8613 | Wilson SH PA Mag | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| NW | 8591 | Wooden HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |
| W | 8598 | Young HS | Brian Allen | 310-419-7530 | 310-720-2574 | bjallen@herffjones.com | 8939 S. Sepulveda Blvd, STE 110, #1011, Los Angeles CA 90045 |
| S | 8948 | Yth Opp Unltd Alt HS | Dallas Moon | 805-716-0278 | 805-910-9294 | dmoon@herffjones.com | 1560 Newbury Road, Suite 1 #315, Newbury Park, CA 91320 |



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ATTACHMENT C



2020 COLOR CHOICE FORM-LAUD

SCHOOL NAME: _____
 ADDRESS: _____
 CITY, ZIP: _____
 CONTACT PERSON: _____
 PHONE & EMAIL: _____
 DELIVERY DATE: _____
 GRADUATION DATE: _____

This is an order form only. Orders cannot be processed without a District Purchase Order.

| | | | | |
|---|--|--------------|------------|----------|
| CAP & GOWN FINISH (please circle one) | CAP & GOWN COLOR (please circle one) | Gold | Light Blue | Maroon |
| | | Antique Gold | Royal Blue | Cardinal |
| Matte or Satin | Approximate Quantity of Units | Orange | Navy Blue | Silver |
| | | Brown | Purple | Gray |
| | | Green | Black | Teal |
| | | Forest Green | Red | White |

| | | | | | |
|---|---|-----------------|-----------|------------|--------------|
| TASSEL BAND (please circle one) | TASSEL COLORS (please circle 1 if single color or 2 if dual color tassel) | Academy | Cardinal | Light Blue | Pink |
| | | Alicia Blue | Citron | Lilac | Purple |
| Silver or Gold | | American Beauty | Cool Gray | Maize | Red |
| | | Apricot | Copper | Maroon | Sage |
| | | Aqua | Cream | Navy | Salmon |
| | | Beige | Drab | Nile | Silver |
| | | Black | Forest | Old Gold | Texas Orange |
| | | Bright Gold | Gold | Olive | White |
| | | Bronze | Gray | Orange | Wine |
| | | Brown | Kelly | Peach | Yale |
| | | Burnt Orange | Lemon | Peacock | |

STOLE COLOR
(please list quantity next to color)

GOLD _____
 RED _____
 LIGHT BLUE _____
 BRONZE _____
 WHITE _____
 PURPLE _____
 SILVER _____
 FOREST GREEN _____
 ROYAL BLUE _____
 BLACK _____
 NAVY BLUE _____
 ORANGE _____
 GREEN _____
 TEAL _____

CORD COLOR
(please list quantity next to color)

GOLD _____
 RED _____
 LIGHT BLUE _____
 BRONZE _____
 WHITE _____
 PURPLE _____
 SILVER _____
 FOREST GREEN _____
 ROYAL BLUE _____
 BLACK _____
 NAVY BLUE _____
 ORANGE _____
 GREEN _____
 TEAL _____

CORD STYLE
(please circle one)

Single Strand Double Strand



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ATTACHMENT E



Los Angeles Unified School District
Los Angeles, CA

Re: Returning Graduation Attire “Essential Gown”

Dear Sir/Madam:

We appreciate the opportunity to provide your graduate apparel for your graduating seniors. List below are the simple return instructions for your caps and gowns.

- 1. Cartons must be taped close for pick up.**
- 2. Count the amount of return cartons.**
- 3. Call or e-mail FlatWorld for pick up at (636) 265-3745 or herffjones@flatworldsc.com.**
 - a. Provide them a carton count (reference “Essential Gowns”)**
 - b. They will send return labels for the cartons**
 - c. Let them know when the carton(s) are available for pick up**
- 4. All freight charges will be paid by Herff Jones.**

If you have any questions, please contact your Herff Jones Representative.

Best regards,

Herff Jones Cap and Gown Division

HERFF JONES.

800.553.3737 // 901 Bob King Dr. // Arcola, IL 61910

BY YOUR SIDE.