

Los Angeles Unified School District

Federal and State Education Programs Branch
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Executive Director

TINA SAUNDERS
Coordinator, Title I, Part A, Private Schools Program

September 19, 2014

Dear Private School Teacher:

I hope that the start of the 2014-2015 school year has been a successful one for both you and your students.

I am writing to inform you that the Title I Private Schools Program has built in time this school year for you to collaborate with your Title I teacher. Beginning October, we would like to provide you with the opportunity to meet with your Title I teacher for one hour to discuss the progress of your Title I students. Because we value your time, we would like to pay you a small stipend of \$25.00 each month that you meet. It is anticipated that this will happen once a month in October, November, February, March and April/May.

If your school site has an Outreach Concern Counselor or Special Education Consultant, they will also be asked to participate with you and the Title I teacher in this collaboration. This will give you an opportunity to share instructional practices and observations with the support staff that are also working with your Title I students.

Later in the year, there will be additional opportunities for participation in meaningful workshops. This will be another chance for you to receive a participant stipend. The best way to know that the program is meeting your professional development needs, is to find out from you what you believe would be meaningful to you. Please plan to bring your suggestions and ideas to your first collaborative meeting in October with your Title I teacher, so that my office has the opportunity to select topics that will benefit you and your colleagues.

In order for you to receive a stipend a LAUSD Vendor application must be completed and submitted to the District's Procurement Branch. Please click on the links to fill out the Vendor application:

Link to Vendor Application <http://achieve.lausd.net/Page/3904>

Link to Video for step by step instructions <http://achieve.lausd.net/Page/4825>

If you have any questions regarding the monthly meetings, please contact your Title I teacher.

Sincerely,


Tina Saunders