

Los Angeles Unified School District  
Federal and State Education Programs  
**Title I, Part A, Private Schools Program (PSP)**  
(213) 241-6990

Meeting for Vendors with Approved Work Orders  
Wednesday, September 2, 2015  
8 a.m. to 11:30 a.m.

Beaudry Building  
333 S. Beaudry Avenue  
2<sup>nd</sup> Floor- Room 2-202  
Los Angeles, CA 90017

**AM AGENDA**

*Coffee & Donuts*  
*iPad distribution*

PSP Staff

**I.** Welcome Back!

Pamela Navalta

**II.** Child Abuse Awareness Certification

Eileen Sheppard

**III.** Assessment Procedures

Mikki Tashima Chun

- 2015-2016 Save the Dates!
- ELA
- Math

**IV.** Instructional Guidelines  
Observations

Pamela Navalta

**V.** Notification of Absence

Jose Jarquin

**VI.** Invoice Procedures

Gerardo Cervantes

**VII.** PSP Equipment and Tech Session Requests

Xiomara Jacobo

**Reminders:**

Student Identification sheets for vendor sites  
Vendor site keys  
Benchmark 1 Assessment Window  
Sign-up for tech session(s)  
Sign-up for netbook

Hand off: 9/8/15  
Distribution: 9/8/15  
8/24/15 - 9/18/15