



February 27, 2017

# North Valley Occupational Center

### Mission Statement

North Valley Occupational Center offers educational and training opportunities that provide a diverse population of students with skills to participate more effectively in the family, at work and in the community.

## WEEKLY NEWSLETTER



### Principal's Message

The Core Beliefs for all LAUSD schools from early education through adult education, are...WE BELIEVE IN:

- **Mutual Respect:** All individuals, opinions and contributions are valued
- **Excellence & High Expectation:** Everyone contributes unique talents and skills to create an environment of excellence and hold ourselves to the highest expectations
- **Equity & Access:** High-quality schools, innovative programs, necessary supports. Resources distributed based on need.
- **Collaboration:** Everyone works together for excellence and success.

Ellen Baker, Principal

### Calendar of Events/Important Dates

#### Monday, February 27, 2017

- AM Academic/Reading Department Meeting CANCELLED
- Industrial & Automotive Department Meeting @NVOC, Room M1, 11:30am and Room 20, 8:15pm
- School Safety Committee Meeting @NVOC, Room 102—8:15pm

#### Tuesday, February 28, 2017

- PM Academic/Reading Department Meeting @NVOC, Room 3—8:30pm

#### Wednesday, March 1, 2017

- AM Academic/Reading PLC Meeting @NVOC, Room 3—11:00am

#### Tuesday, March 7, 2017

- 2017 NVOC Job Fair Planning Committee Meeting @NVOC, Room 105—12:15pm

#### Thursday, March 9, 2017

- Counseling/Support Staff Meeting @NVOC, SIS Office—1:30pm

### Safety Practices CTE PLC



A large number of CTE instructors came out this past Saturday and participated in the Career Technical Education (CTE) Professional Learning Community (PLC) mini-conference at East Los Angeles Skills Center. A PLC is an extended learning opportunity to foster collaborative learning

among colleagues within a particular work environment or field. The theme and focus of the CTE PLC was on "Safety Practices for Student Success." Instructors were grouped by their industry sectors to revise and update the safety tests. Practicing safety is the first lesson and foremost topic that each CTE instructor must teach their students to be successful in their training.

North Valley Occupational Center was represented by **John Alvarez, Joe Alvarez, Regina Brady, Armando De La Torre, Harim De Leon, Michael Phillips, Roy Ramirez, Reymundo Rodriguez, Debbie Torres** along with administrators **Ellen Baker, Vladimir Tigno** and **Elizabeth Penuela**. We salute your dedication and commitment to continually improve instruction so that our students at NVOC achieve their educational goals and find employment.

### Did You Know....?

February is CTE month. Career and Technical Education or CTE, is education that directly prepares students for high-wage, high demand careers. CTE covers many different fields, including health care, information technology, transportation. CTE encompasses many different types of education, from classroom learning to certification programs to work-based learning opportunities outside the classroom.



CELEBRATE TODAY. OWN TOMORROW!

Additionally, **cteonline.org** is the California resource devoted to connecting educators and leaders within a unique field of Career and Technical Education. Through CTE online, educators have access to quality curriculum models, share communities of practice, and professional development tools to emphasize the role of rigorous academic skills play in supporting students pursuit of industry and career related course work. CTE Online is a great resource for instructors to have access to and share lesson plans that are aligned with the California CTE Standards and College and Career Readiness Standards. It is highly recommended for all CTE instructors to visit and browse the available materials at CTE Online.

To commemorate CTE month, please talk to your students about the affordable and quality CTE programs offered at NVOC. Instructors can contact **Ms. Debbie Torres (ext. 325)** and **Mr. Harim De Leon (ext. 324)** for additional support and assistance.

### STUDENT LEARNING OUTCOMES (SLOs)

- Utilize current technology and/or resources to enhance subject area learning
- Develop effective reading, writing, listening and speaking skills
- Demonstrate problem solving skills through individual and collaborative work
- Set and complete short and long term goals



### CASAS/WIOA Updates

**CTE Teachers:**

Our school will begin data collection procedures as part of the LARAEC initiatives using CASAS entry/update forms, which will be preprinted and distributed in a folder. Instructions will also be enclosed. DACE will be reporting this data to the state for the first time on March 31st, 2017.

**Academic Teachers:**

ABE Reading and Math classes will begin testing this week. ASE classes will begin testing the week of March 6th. Both ABE and ASE teachers need to pretest any new students and submit their entry/test forms to our office within 24 hours.

**ESL Teachers:**

All testing materials were due in our office on Friday, February 24th. Entry/test records are currently being scanned; student gains reports will be printed and distributed soon after.

EL Civics DMV testing will begin on Monday, March 13th. Make-ups will take place the week after. Preparation lessons will be delivered this week.

**THANK YOU** and feel free to call, e-mail, or come by the WIOA/CASAS Office (Room 104) with any questions or needed support.

- **Gustavo Cubias**  
[gac84281@lausd.net](mailto:gac84281@lausd.net) (NVOC - day)  
Room 104 (818) 365-9645 Extension 381
- **Joe Alvarez**  
[jma70461@lausd.net](mailto:jma70461@lausd.net) (NVOC/EVSC - day/evening)  
Room 104 and Main Office (818)365-9645  
Extensions 381/401/320
- **Javier Flores**  
[fjf8560@lausd.net](mailto:fjf8560@lausd.net) (NVOC- day)  
Room 7 (818)365-9645 Extension 370
- **Maura Sakhakorn**  
[maura.sakhakorn@lausd.net](mailto:maura.sakhakorn@lausd.net) (Rinaldi and Whipple—day)
- Rinaldi: (818)366-9171
- Whipple: (818) 508-3600

### \$ FREE Money \$

## Scholarship Opportunities

Please encourage and assist your potential 2017 graduate students and graduates to apply for available scholarships that are offered now. Receiving a scholarship would help financially AND provide a good source of motivation and incentive for our students to further their education.

**Association of Educational Office Employees (AEOE) - \$2,500** scholarship application is due at the AEOE office on Thursday, March 9, 2017 for adult school graduating students. The Association of Educational Office Employees of the Los Angeles Unified School District recognizes the continuing need for well-trained and qualified students who want to go to college to pursue their career in an occupation of their choice. Applications are available at the counseling office. Please advise Ms. Dominguez or Ms. McCarthy in the Counseling Office if you have any students applying for this scholarship.

### LAUSD Consolidated Charitable Campaign

On behalf of the LAUSD, we would like to thank all of you who contributed to the annual LAUSD Consolidated Charitable Campaign (LAUSDCCC), also known as the Sharing Bring Hope Campaign.



Please submit collected donations to **Sonia Nava, Financial Manager** or the Administrator at your site. The deadline to turn in your classroom collection envelopes is **March 1, 2017**.

### Food for Thought

*Tell me, I forget. Show me, I remember. Involve me, I understand.*

- Chinese Proverb -

### Online Professional Development



California Adult Literacy Professional Development Project (CALPRO) offers a broad array of online professional learning options from facilitated to self-directed training, serving individuals and groups—all delivered through the latest technologies. All of these professional learning opportunities expand adult educators' access to professional learning, offering flexibility and convenience. CALPRO services are available **free** of charge to adult literacy providers. Here are a couple of online courses available:

**Using Questioning Strategies to Improve Instruction**

This online course offers questioning strategies that foster higher-order thinking skills while developing responses beyond the level of recall. Help students connect the dots as they process new information to answer questions designed with purpose.

**Evidence-Based Writing Instruction in the ESL Classroom**

This course helps participants improve their writing instruction for ESL students who are at the intermediate and advanced levels, by applying 1) research-based instructional techniques, 2) protocols for analyzing students' work, and 3) guided instructional plans.

To find out how to register for these online classes, please visit the CALPRO website at <http://calpro-online.org/onlineCourses.asp>.

### Learn Math Quickly

All Adult Basic Education and Adult Secondary Education teachers are invited to attend the Learn Math Quickly presentation on **Thursday, March 2, 2017** from **12:30pm to 2:30pm**. The presentation will be held at the NVOC main campus in Room 3. Instructors will have an opportunity to collaborate with each other and create a plan for implementation. This is a Division sponsored event and we highly recommend for all Math Lab and I.I. Lab instructors to participate. Instructors who are off the clock will be paid the District Training Rate .

### Parking Enforcement



Effective **Monday, February 27, 2017**, vehicles on the NVOC main campus that are illegally parked will be issued parking citations.

Parking of vehicles on campus shall be limited to official parking stalls only. Do not park vehicles on school grounds in such a way as to block paths or egress and access or any fire lanes. We expect full cooperation from the faculty, students and staff. Thank you very much for your attention to this matter.

### Need a Sub?

Instructors should inform the office of any absences as early as possible. When calling to report absences, PLEASE follow the following instructions:

- Call the school site where you are assigned and speak with a "live voice". If you are calling before 7:00 a.m. or after hours, please leave a message on the general mailbox.

Instructors may RECOMMEND a prospective sub, but the NVOC office personnel will be responsible for contacting a sub. This is done so that the substitutes' eligibility and assignment are verified BEFORE they work the assigned hours. To ensure that there are no "mix-ups" and students are not left waiting, please allow the front office to assign subs. Instructors should not make their own arrangements for assigning substitute teachers.

### LAUSD Acceptable Use Policy



According to the District's Responsible Use Policy (Bul-999.11), the District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any communications or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of District property, network and/or internet access of files, including email. Misuse may also lead to disciplinary and/or legal action against the employee.



Upcoming Conferences

# 2017 CCAE STATE CONFERENCE

*The Renaissance of Adult Education*



Renaissance Long Beach Hotel | May 4-6, 2017  
**PRESENTED BY SOUTH COAST SECTION**



**SAVE THE DATE**



Sheraton Universal Hotel  
333 Universal Hollywood Dr.  
Universal City, CA 91608  
**(818) 980-1212**

Burbank USD | Culver City USD | Los Angeles CCD | Los Angeles USD | Montebello USD