



North Valley Occupational Center

Mission Statement

North Valley Occupational Center offers educational and training opportunities that provide a diverse population

WEEKLY NEWSLETTER



Message from the Principal

This week is the first week of the Spring semester. Teachers should have all new students on their rosters. Please extend a friendly welcome to all new and returning students and review the school by going over the NVOC Spring Schedule of Classes. Also, verify that students are in the correct course. If you need help with your student roster or with getting more students into your class let your site administrator know. We are here to help make your class a success and will be happy to assist you. The second semester always seems to go quickly and before we know it, the 17-18 school is over. Please be sure to capture as much data as possible with testing and completers. When the state looks at our outcomes, they are trying to make sure that our AEBG funds have been utilized to help maximize the service we offer to students in reaching their goals. It is important to make sure students are on track to complete their classes/programs. If you have students who are not performing as they should, please let us know so we can help you strategize ways to motivate students to finish. As part of LAUSD's Department of Instruction, all teachers should have objectives, goals and lesson plans to cover the required materials. I am also happy to report that LAUSD has successfully reached a tentative health and welfare agreement with the eight labor partners to cover calendar years 2018, 2019 and 2020. Under this tentative agreement, employees and retirees will continue receiving their current level of health coverage over the next three years. The agreement must still be approved by the Board of Education and ratified by the unions.

The Government Shut Down

Taken from Interim Superintendent Vivian Ekchian in an email to LAUSD employees on January 22, 2018: "The Government Shut Down (on January 19) did not have—and is not expected to have—any direct impact on L.A. Unified operations or school functions. LAUSD will continue to monitor the situation closely and provide subsequent updates."

Aviation Graduate Working at JPL



Jose Obregon is a graduate of the NVOC Aviation Center. After immigrating to the US from Guatemala, Jose and his wife started a driver training school and have been operating it for several years. In 2016 Jose decided to pursue a career at JPL. He was hired and has been doing very well. As a graduate of the Aviation Program we are very proud of Jose and the reputation he has made at JPL. We consider Jose as one of our shining stars at JPL. His skills as a technician and his management skills has caused him to be very highly regarded among the managers at JPL. Among his accomplishments at JPL was organizing the Metals Stock Room. Above is a picture of him operating a Horizontal Band Saw which is used to cut metals such as Aluminum, Steel and Titanium.

Restroom Closed This Week

The NVOC woman's restroom by classroom #2 is closed for construction and repairs. The duration of the work is expected to last a little over a week. Students/staff should be aware of other restrooms in the two story building, and next to the cafeteria. We understand this will be a minor inconvenience but once the restroom is reopened, it will be cleaner and more sanitary.

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



WIOA/CASAS UPDATES

CTE Teachers:

Completed Update forms were due back in the WIOA office on Friday, January 19th. Please contact Patrick Wickham, CTE Program Adviser, at 818-256-1325 or ross.wickham@lausd.net if you have any questions.

Academic Teachers:

Completed Update forms were due back in the WIOA office on Friday, January 19.

Please collect entry forms and pretest all new students.

Our next general round of CASAS testing will take place the week of February 12.

ESL Teachers:

Student gains reports were delivered last week. Our next general round of CASAS testing will take place the week of February 5.

EL Civics-Employment preparation lessons will be delivered by the end of this week. Our next EL Civics test will take place the week of February 12.

THANK YOU and feel free to call, e-mail, or come by the WIOA/CASAS Office (Room 104) with any questions or needed support. In the evening at NVOC, Gloria Booth, extension 1401, is available for CASAS/EL Civics testing materials. You can also contact your ESL adviser.

Gustavo Cubias- gac84281@lausd.net (NVOC-day) Room 104- 818-256-1329

Joe Alvarez- jma70461@lausd.net (NVOC- T-F day/Monday evening) Room 104 - 818-256-1381

Javier Flores- [ffj8560@lausd.net](mailto:fjf8560@lausd.net) (Various sites)

Employment Opportunities

ESL Intermediate High A

North Valley Campus
M-Th 6:15 pm—9:00 pm
10 hrs/week
Application Due Date: January 25

Individual Instruction Lab

Panorama Senior High
M,W, Th 3:15 pm—5:45 pm
T: 1:45 pm—4:15 pm
10 hours/week
Application Due: January 25

For more information about these positions and others, please visit <https://achieve.lausd.net/Page/7603>



DACA Renewal Applications



The U.S. Department of Homeland Security has announced that the agency is accepting DACA renewal applications from certain individuals. The forms for each category of renewal application is found at the District's We Are One website, <http://achieve.lausd.net/weareone>.

Medical Assistant Class Graduates

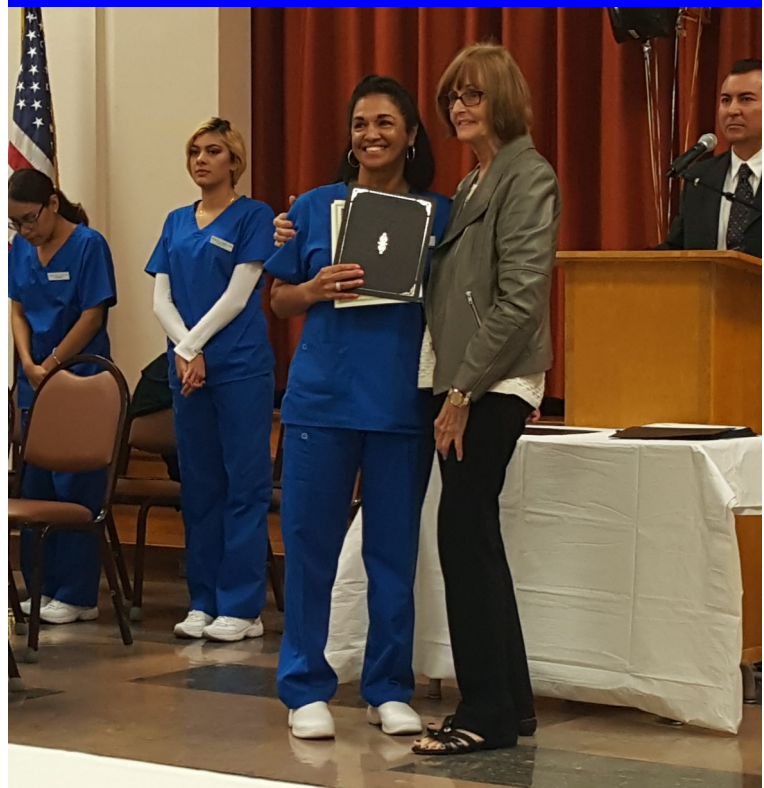


Congratulations to the Medical Assistant class that graduated on Wednesday, January 17, at the Rinaldi Campus. The graduation ceremony was a success thanks to Harim De Leon, John Alvarez, Charles Garcia, Patrick Wickham, Sonia Nava and Armando Roman.

On January 18, these students took the NHA Certified Medical Assistant test for the MA license. The next MA class will begin on Monday, January 22. Ms. Govier is the instructor.

Back row: Martin Martinez, Jose Nava, Melissa Bazurto, Alberta Ackon, Carol Govier, Marisela Miranda, Gloria Barron, Naiomi Ruiz and Linda Rosas **Front row:** Alicia Ortiz, Destiny Monroe, Jessica Chavez, Yeslie Ovalle, Jenelly De La Luz, Brenda Jimenez, Rosa De La Mora, and Rosa Love

NVOC Student Success Story: Rosa Love



Rosa Love, pictured above with Instructor, Ms. Carol Govier, is a recent Medical Assistant graduate. Rosa has many accomplishments at North Valley Occupational Center: she has finished the ESL program, passed the Reading class, passed the High School Equivalency Test, and on Thursday, January 18, she added Medical Assistant to her list. Some of her NVOC teachers are Ms. Clare, Julieta Flores, Reading 2, Arlene Simmons, HiSET Test Preparation, and Carol Govier, Medical Assistant.



Move2 Information

Email Retention Initiative - About the Project

[Home](#) [Job Aids](#) [FAQs](#) [Exemption Requests](#)



LAUSD is implementing a Districtwide two-year Email Retention Policy as recommended by the 2014 Email Retention Task Force, extending the current one-year retention period. The two-year retention period allows the District to retain records for a reasonable amount of time and to comply with Public Records Act requests without being unduly burdened. Exceptions are allowed for those needing to retain records for a longer time period.

By the end of policy implementation, LAUSD will enforce a two-year minimum retention for all email. Email from the last two years will be preserved and accessible to the District even if the end user deletes the email from their inbox. Users will be allowed to tag any of their emails with a four-year or seven-year retention, and holds can be placed on any email to support any legal action or regulatory audit. Unless tagged or placed on a legal hold, emails older than 2 years will automatically be deleted.



An **exemption process** has been put in place to identify any group or business process that requires retention beyond the 2-4-7 default. No user emails will be placed on hold or be given an indefinite retention without submitting an exemption request. For more information on the exemption process or to submit an exemption request via Remedy, [click here](#).

Prior to implementation of the new Email Retention Policy, LAUSD employees will receive instructions on how to tag emails to be retained longer than two years. The implementation of the new policy will consist of three phases in addition to a pilot. The pilot will be conducted from January 2017 to June 2017 to test the process of deleting and preserving emails. Future phases may be adjusted based on lessons learned from the pilot. Currently, the following phases are planned to be rolled out from August 2017 to June 2018:

- **Phase 1 (12/2017):** All emails older than seven years will be deleted unless they are on hold
- **Phase 2 (3/2018):** All emails older than four years will be deleted unless they are on hold, or have been tagged with a longer retention.
- **Phase 3 (6/2018):** All emails older than two years will be deleted unless they are on hold, or have been tagged with a longer retention.

The policy's objectives are to enable the District to:

- Preserve information valuable to the District.
- Conduct District business in a cost-effective manner.
- Protect confidentiality and privileges.
- Improve operational efficiency.

ALA Scholarship Available

The Associated Administrators of Los Angeles Student Scholarship is now available. High School graduates, including those from DACE, are eligible to apply for a scholarship in the amount of \$2000. Any student who has graduated or will graduate with a high school diploma this school year is eligible. This scholarship is to support students who are going on to higher education. Criteria for the selection of awards include Academic Achievement, School and Community Service, and Need. Teachers, please work with the counselors and APACS to identify (potential) graduates. The deadline to submit the application is February 23.

January Observances

- National Blood Donor Month
- Braille Literacy Month
- Mentoring Month
- Slave and Human Trafficking Prevention Month
- Staying Healthy Month
- National Book Month
- National Get Organized Month
- International Creativity Month
- Cervical Health Awareness Month:
- National Birth Defects Prevention Month:
- Thyroid Awareness Month
- National Stalking Awareness Month
- January 27 is International Holocaust Remembrance Day