



**LOS ANGELES UNIFIED SCHOOL DISTRICT  
MEMORANDUM**

**TITLE:** Special Education Parent Training  
Calendars 2013-2014

**NUMBER:** MEM-6140.0

**ISSUER:** Jaime R. Aquino, Ph.D.  
Deputy Superintendent of Instruction

Sharyn Howell, Executive Director  
Los Angeles Unified School District

**DATE:** August 19, 2013

**ROUTING**  
 All Schools  
 ESC Superintendents  
 ESC Directors  
 Administrators of Instruction  
 Special Education Service  
 Center Administrators  
 Parents Ombudspersons  
 School Site Administrators  
 Parent Center Coordinators  
 Teachers

**PURPOSE:** The purpose of this Memorandum is to provide information to schools regarding parent training that is being offered during the 2013-2014 school year for parents of children with disabilities. Schools are required to publicize and disseminate this information to all parents of students with disabilities. The information includes calendars and training topics of parent presentations by the Special Education Parent Training Information Office (PATIO), which includes monthly meetings and training sponsored by the Community Advisory Committee (CAC), the Complaint Response Unit/Parent Resource Network (CRU/PRN), and Educational Service Centers (ESC).

**MAJOR CHANGES:** This Memorandum has been updated to include parent training information and dates for the 2013-2014 school year.

**INSTRUCTIONS:** School site administrators are to download the monthly PATIO calendar (Attachments A-1, A-2, and B) and post it in a prominent location. In addition, site administrators should disseminate this calendar the first week of each month to the teachers and parents of students with disabilities. The PATIO calendar includes meeting and training information on the following:

- The Modified Consent Decree (MCD) mandates one six-hour or two three-hour parent trainings every fall and spring semester in each of the ESCs. Topics covered include the following: parent participation at IEP meetings; how parents can support their child both at home and school; behavior supports; tips on how to eliminate a hostile environment; and parents as leaders. The PATIO calendar will indicate the dates, times, and locations for the fall 2013 and spring 2014 semesters (Attachments C and D). It is imperative that parents of students with disabilities new to special education receive notice of the fall 2013 training no later than September 15, 2013 and notice of the spring 2014 training no later than February 15, 2014.



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## **INSTRUCTIONS (cont.):**

- The CAC is a state-mandated committee composed of parents and professional and community members, who act to support students with disabilities and advise the District on issues related to the Special Education Local Plan. Monthly scheduled trainings provide parents and interested community members opportunities to enhance their knowledge on various topics related to special education and its many services. CAC membership meets quarterly, but also sponsors parent empowerment training six times per school year. All CAC-related meetings take place at the Parent Community Student Services Branch (PCSB). A map of the location is included (Attachment E).
- The CRU/PRN was established by the MCD. The CRU/PRN sponsors monthly presentations to inform parents about information related to special education instruction and/or services and other relevant topics. CRU/PRN meetings take place at the LAUSD Beaudry Building.

The PATIO calendar can be viewed and/or downloaded from the Division of Special Education web page at <http://sped.lausd.net>, as well as on the PCSB web page at <http://families.lausd.net>.

## **RELATED RESOURCES:**

*Modified Consent Decree* – Maintenance of Effort, Part 4, Section 4.09

## **ATTACHMENTS:**

- Attachment A-1: 2013-2014 PATIO Calendar, English
- Attachment A-2: 2013-2014 PATIO Calendar, Spanish
- Attachment B: CAC / CRU-PRN Schedule of Monthly Presentations (English and Spanish)
- Attachment C: Fall 2013 / Spring 2014 MCD Parent Training Topics (English and Spanish)
- Attachment D: ESC MCD Parent Training Calendar – Fall 2013 and Spring 2014 (English and Spanish)
- Attachment E: CAC Meetings - Location Map

## **ASSISTANCE:**

For assistance or further information please contact Susan Argüello, Specialist, Parent-Community Liaison, Division of Special Education, at (213) 241-6701 or via email at [susan.arguello@lausd.net](mailto:susan.arguello@lausd.net).