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West Valley  
Occupational  
Center

(818) 346-3540

Reseda  
Community  
Adult School

(818) 758-3700

Van Nuys  
Community  
Adult School

(818) 778-6000

### Important Dates

Winter Recess

Dec 17, 2018 - Jan 6, 2019

No School



Division of Instruction

### LAUSD Braces for January Negotiations

Very little is certain about what happens when we all come back from Winter Break. What is certain is that the District and UTLA are still at the table negotiating in good faith. What matters is that students have the opportunity to continue their educational path, undeterred. In that interest, all educators should always keep in mind just what we are here for; students. If a strike is called, it will be the first in 30 years.



If it happens, let us all keep our civility and stay focused on our shared goal of educating students. This matter will be resolved in good faith and hopefully in a short time. Certificated staff, stay informed with your union. Classified staff, schools will be open. Students may choose their path according to their beliefs. In any event, everyone should maintain civility and decorum.

### Farewell Ms. Ruby Sanchez

WVOC wishes Ruby the best of luck on her future endeavors. She will be missed dearly, especially in the counseling office. Ruby has been part of the WVOC family since 2012 and has been instrumental in the school's registration procedures, helping students identify educational goals and other clerical duties. Her last day at WVOC is Friday, December 14th; don't forget to stop by the counseling office to wish her well. Ruby will join the Valley Academy of Arts & Sciences High School as the new School Administrative Assistant, starting January 7, 2019.

We are definitely proud of her accomplishments!

### Program Performance Training at Friday ESL Meeting

The ESL Department will hold its monthly PLC this Friday, Dec 14th in room 209 from 8:15 - 12:30. The Program Performance Team (formerly WIOA) will train teachers on reporting student outcomes. The team is also continuing all CASAS make-up testing this week in Bungalow B. Teachers, please have students participate in testing and attend the PLC Friday. Employees not on scheduled time are eligible for DSTR time.

### Catering Class Tamales

*The Catering Class Tamale Special: Two Chicken Tamales, rice & beans for only \$8 or Six Chicken Tamales for \$10. Last day to order is Dec. 11th. Pick-up will be Dec. 13th, from 11 to 2.*



### Message from the Principal

As we approach the winter recess, I want to take a moment to say thank you for all you do for our students here at WVOC. I appreciate your efforts and know how stressful it can be. Use this down time to recharge and reenergize. With your help, we can look forward to an extraordinary 2019. Happy Holidays to you and yours.

### Faculty/Staff Holiday Party!

A final reminder about our Holiday Celebration. We will be joining together on Friday, December 14th from 4:00pm to 6:00pm at BJ's Restaurant and Brewhouse. The address is 6424 Canoga Avenue in Woodland Hills, 91367. We will enjoy 'All You Can Eat' pizza, salad, pasta and soft drinks. The cost per person is only \$22 payable in cash at the bookstore by December 7th. Spouses are welcome with tickets. Please join us for a fun-filled time with games and music to start your winter vacation!

### Last Chance CTE Fundraiser



Order forms are still available for purchase of a great WVOC Shirt. Beautiful Steel and Teal T-Shirts are \$17 and high-quality Blue and Charcoal Polos with embroidered logos are \$25. Pre-orders are due by December 11th to ensure your purchase.



# Making It Happen

## A Note from Dr. Quetzal

I'd like to send a heartfelt "THANK YOU" to all of the teachers who helped WVOC meet our School Goal of 776 Student Tech Surveys and 35 Teacher Tech Surveys. The WIOA Tech survey is required each year and is important to our continued funding. This year's survey was more challenging in light of the parking lot construction, inclement weather, and the many end-of-term assessment priorities. I deeply appreciate your time, effort and positive energy.

## A Note from Monica Martin APACS

To ESL Teachers:

Please have your promotional testing completed by December 14, 2018. The MPR must be submitted by January 7, 2019. If you have questions, please email me or stop by my office.



### Class Terms

Quarter 1 10 Weeks	Quarter 2 9 Weeks	Quarter 3 10 Weeks	Quarter 4 9 Weeks
08/14/18 thru 10/19/18	10/22/18 thru 01/18/19	01/22/19 thru 03/29/19	04/02/19 thru 06/07/19
Trimester 1 13 Weeks	Trimester 2 13 Weeks	Trimester 3 12 Weeks	
08/14/18 thru 11/09/18	11/13/18 thru 03/08/19	03/11/19 thru 06/07/19	
Semester 1 19 Weeks	Semester 2 19 Weeks		
08/14/18 thru 01/18/19	01/22/19 thru 06/07/19		

## New Assessment Schedules

This is a reminder that entry assessments for all new and program transitioning students will change on Monday, Dec. 10th. Students should pre-register to take the reading and math assessments by bringing in a valid photo ID to room 102 prior to assessment. Students may take the reading and math (when needed) every Monday, Tuesday and Wednesday at 9:00 am or 6:00 pm in room 302 or each Friday at 9:00 am. Space is limited so first come, first served. Students should anticipate spending approximately 2 hours assessing. Ray Terazzas will be proctoring. Students may assess at Reseda each Tuesday evening at 6:15 with Judy Beres by registering in the Reseda Adult School Counseling office. Again, bring Photo ID. Students may assess at Van Nuys each Wednesday evening at 6:15 with Svitlana Kovalyova by registering in the Van Nuys Adult School Counseling office, room 503. Again, bring Photo ID.

## CTE Course Enrollment

ALL Instructors:

See the Student Voice for specific days on which NEW students can enroll in CTE courses. CURRENT students will be eligible to enroll the week of Jan. 7th. Please inform YOUR students that they get priority registration in career courses they are eligible for on scheduled dates during your class times. Please ensure your students meet requirements for courses they wish to enroll in and complete ALL required registration forms prior to enrolling. Check with department advisors for more specific details to ensure smooth enrollment in January.

## On Your Way Out

Friday is the last instructional day of the year. In wrapping up your classes, keep in mind some basic housekeeping:

1. If you have a holiday celebration, be sure to clean up. Large trash bags can be obtained in the main office. Leave your trash outside the classroom.
2. Turn off electronics. This includes all computers, heaters, projectors, etc...
3. Turn in testing materials to department advisors and Program Performance staff.
4. Submit any requests for materials or repairs to the correct personnel.
5. Empty any food items from shared refrigerators and clean out dry food from cabinets.
6. COMPLETE YOUR ATTENDANCE!
7. Sign out on your Time Cards!
8. Enjoy a well-earned holiday break.

## Checkout Procedures



You are invited to participate in a town hall conversation with Deputy Superintendent Vivian Ekhanian around "Reimagining L.A. Unified." You will have an opportunity to learn more about the L.A. Unified plan for empowering school communities, moving resources closer to students, and achieving greater equity, as well as the community input and feedback that helped guide the development of this plan.

Please join us at one of the following town hall meetings:

December Meetings	Host School Sites
Monday, December 10 5:30pm-7:30pm	White Middle School Multi-Purpose Room 22102 S. Figueroa St., Carson, CA 90745
Tuesday, December 11 5:30pm-7:30pm	Crenshaw High School Library 5010 11th Ave., Los Angeles, CA 90043
Wednesday, December 12 5:30pm-7:30pm	Gage Middle School Multi-Purpose Room 2880 E. Gage Ave., Huntington Park, CA 90255
January Meetings	Host School Sites
Tuesday, January 8 5:30pm-7:30pm	Marshall High School Auditorium 3939 Tracy St., Los Angeles, CA 90027
Wednesday, January 9 5:30pm-7:30pm	University High School Theatre 11800 Texas Ave., Los Angeles, CA 90025
Thursday, January 10 5:30pm-7:30pm	Mendez High School Multi-Purpose Room 1200 Plaza del Sol, Los Angeles, CA 90033 (Boyle Heights)
Saturday, January 12 9:00am-11:00am	Northridge Middle School Multi-Purpose Room 17960 Chase St., Northridge, CA 91325
Saturday, January 12 12:30pm-2:30pm	Byrd Middle School Multi-Purpose Room 8501 Arleta Ave., Sun Valley, CA 91352



### Schoolwide Learner Outcomes

Use spoken and written communication in their field of study  
Follow verbal and written directions  
Work independently and collaboratively

Demonstrate technological skills that support their goals  
Learn skills necessary to enter the workforce or continue their education