



TITLE: 2003-2004 GUIDELINES FOR SCHOOLS OPERATING DROPOUT PREVENTION AND RECOVERY PROGRAMS (SB 65) - PUPIL MOTIVATION AND MAINTENANCE

NUMBER: BUL-908

ISSUER: Maria Reza, Assistant Superintendent
Student Health and Human Services

DATE: March 24, 2004

ROUTING
Local District Superintendents
Local District Directors of Instruction
Local District School Support Directors
School Administrators
Pupil Services and Attendance Coordinators
School Mental Health Coordinators

POLICY: The purpose of this bulletin is to provide guidelines to those schools receiving grants from the California Department of Education Dropout Prevention and Recovery Program. Compliance with these guidelines will address the findings and recommendations of the District’s Office of the Inspector General’s recent audit regarding the Pupil Motivation and Maintenance (SB 65) Program.

GUIDELINES: The following guidelines apply.

Each SB 65 school-site grantee shall clearly present its Student Dropout and Prevention Plan, as required in the annual Application to Renew the Pupil Motivation and Maintenance Program.

Documenting Outreach Consultants Duties

The duties and responsibilities of the individual Outreach Consultant (ORC) shall be clearly delineated, documented, by school staff and approved by the school-site counsel. Each job description shall outline the particular needs of the students within the particular school community and specify how potential solutions will be addressed, following the guidelines set by the California Department of Education (CDE).

Student Success Team (SST) Meetings

Regular and meetings of the SST will be held, at a minimum, 35 times a year. Each meeting shall be considered to be, and documented as, a positive, regular education school intervention for identifying and meeting student needs. These meetings must involve, at a minimum, the student, the student’s parent or guardian, at least one of the student’s teachers, the principal or designee, and other school and community resource personnel as appropriate.



LOS ANGELES UNIFIED SCHOOL DISTRICT Policy Bulletin

SB 65 Accounts

School staff shall regularly monitor the school's SB 65 accounts to guarantee full use of the funding, thereby ensuring that any successful school grantee will receive the proper grant amount the following year.

RELATED RESOURCES: The CDE SB 65 Program Guidelines for the Pupil Motivation and Maintenance Program: Chapter 1, "The Employment and Use of an Outreach Consultant," is especially useful as a resource. Other information can be found at <http://www.cde.ca.gov/spbranch/ssp/>, <http://www.edualliance.org>, and in Education Code sections 52890 and 54720 ff.

ASSISTANCE: For assistance, or for further information, please contact Hector Madrigal, Director, Pupil Services, at (213) 241-3844, or Nathana Schooler, Pupil Services and Attendance Field Coordinator, at (323) 932-2237.