



ERIC GARCETTI
MAYOR

August 28, 2018

Honorable Members of the City Council
c/o City Clerk
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have reappointed Dr. Rosalinda Lugo to the Employee Relations Board for the term ending September 23, 2023. Dr. Lugo's current term expires on September 23, 2018.

I certify that in my opinion Dr. Lugo is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Garcetti', with a horizontal line extending to the right.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Rosalinda Lugo
Commission: Employee Relations Board
End of Term: 9/23/2023

Appointee Information

- 1. Race/ethnicity:** Latina
- 2. Gender:** Female
- 3. Council district and neighborhood of residence:** N/A
- 4. Are you a registered voter?** Yes
- 5. Prior commission experience:** Employee Relations Board
- 6. Highest level of education completed:** Doctor of Education, University of Southern California
- 7. Occupation/profession:** Administrator, LAUSD Office of Parent and Community Services
- 8. Experience(s) that qualifies person for appointment:** See attached resume
- 9. Purpose of this appointment:** Reappointment
- 10. Current composition of the commission:**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Collins, Douglas	N/A	0	Caucasian	M	23-Sep-19
Hilyer, Rhonda	N/A	0	Caucasian	F	23-Sep-18
Lugo, Rosalinda	N/A	0	Latina	F	23-Sep-18
Steinke, Susan	South Valley	2	Caucasian	F	23-Sep-21
Miller, Anthony	N/A	0	Caucasian	M	23-Sep-20

Rosalinda Lugo, Ed.D.

PROFESSIONAL SUMMARY

Accomplished educational leader with a proven track record of improving academic achievement and fostering positive relationships with key constituencies

- Transformed a school's culture as a principal through research-based theories of collaboration, implementation of Professional Learning Communities, distributed leadership, transparent decision making and active parent engagement
- Supervised, evaluated and mentored principals so they too could transform their schools' culture
- Provided close supervision to new principals to ensure they became effective principals
- Knowledgeable of District policies and procedures regarding operational and instructional issues
- Knowledgeable of District policies and procedures regarding parent engagement and involvement
- Knowledgeable of current research and practices regarding parent involvement and engagement
- Expertise in pedagogy focusing on the needs of all learners specifically English Learners, Standards English Learners and Students with Disabilities
- Excellent organizational and management skills required for long term planning, goal setting, and systemic accountability
- Extensive experience engaging parents as equal partners as they prepare their children to be College Ready and Career Prepared
- Extensive experiences regarding the formation of School Site Councils, Local Leadership Councils and other parent leadership opportunities
- Knowledgeable of A-G requirements, District requirements essential for a high school diploma
- Tiered differentiated support to the schools based on formative and summative data around principal experiences, school academic progress and other data
- Evaluated and offered recommendation to the schools' Single Plan for Student Achievement
- Planned and delivered monthly, day-long, research-based professional development for principals in the areas of Common Core State Standards, English Learner Master Plan, Teacher Growth and Development, supervision of instruction, data analysis, leadership dimensions, school reform efforts, school safety, District's policies around establishing a schoolwide positive behavior support plan, Bullying policies, Budget development, instructional rounds, Standard English Learners and other District initiatives

PROFESSIONAL EXPERIENCE

LAUSD Office of Parent and Community Services

Los Angeles, CA

Administrator

2017 - Present

- Supervised the staff at the Office of Parent and Community Services which includes a Director, Administrator Coordinator, Specialist, and senior facilitators
- Established the Kids First welcome table at each board meeting. The idea of the Kids First welcome table was initiated by the Board president.
- Supervised the work of 3 District Parent Committee (DELAC, PAC and CAC)
- Led the work done in the development of the Superintendent's Strategic Plan around the work of parent engagement

Rosalinda Lugo, Ed.D.

- Implemented Parent Engagement Summits in each Local Districts as described in the Superintendent's Strategic Plan
- Provided for parents opportunity to engage with each other and District staff around key instructional topics
- Partnered with various District Department and Divisions regarding parent engagement activities.
- Organized 4 sessions between the District parent leaders and the Superintendent
- Organized Parent Data Chats with the Office of Data and Accountability
- Provided parents with opportunities to participate in the process developing the new District Title I Parent and Family Engagement Policy

LAUSD Local District West

Los Angeles, CA

Director

2015-2017

- Established and implemented the PSC 3.0 Fall and Spring Review process for 8 schools
- Supervised 22 schools in Local District West around the areas of instruction, ELD reclassification, attendance, leadership, parent engagement
- Let the Parent Engagement Process at two schools which allowed the parents to engage with the principal and school staff around school data, safety, instruction and parent communication. The result at these two schools included actions by the principal which created improved communication with parents and additional opportunities for parent involvement
- Established professional development opportunities for Resource Teachers (RST) and special day class (SDC) teachers around areas of student behavior, differentiated instruction and standards based instruction

LAUSD Educational Service Center West

Los Angeles, CA

Instructional Director

2012-2015

- Supervised 2 new principals as they successfully opened 2 new schools under the Public School Choice 3.0 process. The principals received support in the hiring of the teaching staff, the development and implementation of all system used by the school and the engagement of the stakeholders
- Established and implemented the PSC 3.0 Fall and Spring Review process for 5 schools
- Led the Parent Engagement Process at West Athens Elementary School resulting in improved communication between parents and the school. A Collaboration Agreement was signed between the District, the school and a Parent Union which outlined steps to address parent concerns
- Supported 52nd Street School in their successful Federal Program Monitoring (FPM) review
- Transformed the school culture at 52nd Street School which led to the following increased school data:

Fifty Second Street School 4 Year CST/API Data Trend				
2009-2010	2010-2011	2011-2012	2012-2013	Growth Over 4 Years
ELA 29.3 %	ELA 29.9 %	ELA 31.3%	ELA 32.1%	ELA: + 5.4 %
Math 41.2 %	Math 40.3 %	Math 37.2%	Math 44.9%	Math: + 7.1%
API:661	API:669	API:671	API:698 +27 points	API Growth: + 49 points

Rosalinda Lugo, Ed.D.

LAUSD Local District 7

Los Angeles, CA

Principal Leader

2009-2012

- Led the establishment of a partnership with the United Teachers of Los Angeles (UTLA) and Local District 7 in the Public School Choice 1.0, 2.0 and 3.0 process
- Supervised an affiliated charter school which included a partnership with the California Science Center
- Tiered the support for assigned schools which led to the following increased student achievement data:

Local District 7	2009-2010	2010-2011	2011-2012
King Elementary School	ELA 38.8% Math 49.3% API: 716	ELA 35% Math 48.5% API: 710	ELA 44% Math 53% API: 752
107th Street School	ELA 24.5% Math 31.2% API: 628	ELA 30.5% Math 42% API: 686	ELA 32.7% Math 41.2% API: 699

LAUSD Sixty-Eighth Street Elementary School

Los Angeles, CA

Elementary Principal

2000-2009

LAUSD West Athens Elementary School

Los Angeles, CA

Assistant Principal

1997 – 2000

LAUSD Murchison Elementary School

Los Angeles, CA

Teacher, 3rd Grade

1996 – 1997

Active Citizenship Campaign (ACC)

Pasadena, CA

Community Organizer

1995 – 1996

Hope In Youth-Los Angeles Catholic Charities

Los Angeles, CA

Associate Director

1993 – 1995

LAUSD Rowan Elementary School

Los Angeles, CA

Teacher, 5th/6th Grade

1992 – 1993

LAUSD Recruitment and Selection

Los Angeles, CA

Bilingual Advisor

1990 – 1992

LAUSD 92nd Street School

Los Angeles, CA

Teacher, 3rd and 6th Grade

1982 – 1990

Our Lady of Lourdes Catholic School

Los Angeles, CA

Teacher 3rd Grade

1981 – 1982

EDUCATION

University of Southern California

Los Angeles, CA

Doctor of Education in Educational Leadership

2010

Masters of Science in Teaching English to Speakers of Other Language

1984

Bachelors of Science in General Studies

1981

Credentials:

- California Multiple-Subject Credential (Renewed) 2014

Rosalinda Lugo, Ed.D.

- Specialist Instruction Credential in Bilingual Crosscultural 2014
- Administrative Service Credential (Renewed) 2014

ADDITIONAL INFORMATION

LAUSD Executive Certificated Leadership EXCel Program	2016
ACSA Superintendent Academy	2016
City of Los Angeles Employee Relations Board, Commissioner	2013
• Appointed by Mayor Eric Garcetti to a Five Year Term	
Association of California School Administrators, Elementary Director	2007
Elementary Principals Organization (EPO) LAUSD, President	2006
LEARN's Parent Involvement Task Force, Co-Chairperson	1992
LEARN Working Group, Member	1991
UNO Co-Chair	1988
UNO Chairperson Education Committee	1984



August 29, 2018

Dear Dr. Lugo:

I am pleased to inform you that I hereby reappoint you to the Employee Relations Board for the term ending September 23, 2023. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting City Hall. If you require parking during these procedures, please call Claudia Luna in my Office at (213) 978-0621 to make arrangements for you.

To begin the reappointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **within one week** of receiving this letter. These documents are necessary to ensuring the most efficient, open and accountable City government possible.

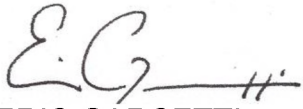
As part of the City Council confirmation process, you will need to meet with Councilmember Paul Koretz, the Chair of the Personnel and Animal Welfare Committee, to answer any questions he may have. You will be hearing from a City Council committee clerk who will let you know when your reappointment will be considered by the Personnel and Animal Welfare Committee. Some time thereafter, you will be notified by the committee clerk when your reappointment will be presented to the full City Council for confirmation. Once you are confirmed, you will be required to take the oath of office in the City Clerk's Office in Room 395 of City Hall. Claudia Luna will assist you during the confirmation process if you have questions.

Dr. Rosalinda Lugo
August 28, 2018
Page 2

If you move at any point during your term, have any changes in your telephone numbers, or in the future plan to resign (resignation must be put in writing), please contact my office immediately.

Congratulations and thank you for agreeing to serve the people of Los Angeles.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti", with a horizontal line extending to the right and a small mark at the end.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Dr. Rosalinda Lugo
August 14, 2018

Nominee Check List

I. Within seven days:

Mail or email the following forms to: Claudia Luna, Office of the Mayor, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or email: Claudia.Luna@lacity.org.

_____ **Remuneration Form**

_____ **Undated Separation Forms**

_____ **Background Check Release**

_____ **Commissioner Information Sheet/Voluntary Statistics**

II. As soon as possible, the Mayor's Office will schedule a meeting with you and:

_____ **Councilmember Paul Koretz, Chair of the Council Committee
considering your nomination**

Staff in the Mayor's Office of Legislative and External Affairs will assist you with these arrangements.