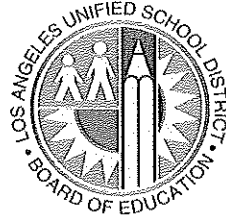


MONICA GARCIA, PRESIDENT  
MARLENE CANTER  
YOLIE FLORES AGUILAR  
TAMAR GALATZAN  
JULIE KORENSTEIN  
MARGUERITE POINDEXTER LAMOTTE  
RICHARD A. VLADOVIC



Administrative Office  
333 South Beaudry Avenue, 24<sup>th</sup> Floor  
Los Angeles, California 90017  
Telephone: (213) 241-7000  
Fax: (213) 241-8442

RAMON C. CORTINES  
SUPERINTENDENT OF SCHOOLS

July 1, 2009

Dear Educator:

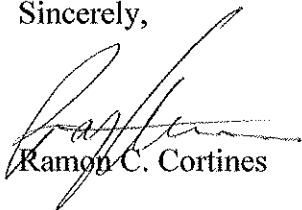
As you know, I sent correspondence on January 26, 2009 and February 19, 2009, expressing my expectation that all teachers would administer and submit *Periodic Assessments* in accordance with their grade and subject matter.

In order to meet the State of California accountability standards and the requirements of *No Child Left Behind*, the Los Angeles Unified School District (District) has developed comprehensive *Instructional Guides* and *Periodic Assessments* in the areas of Mathematics, Science, English/Language Arts and History/Social Science. The assessments are formative in nature and measure areas of student strength and weakness on the standards addressed. The assessment data allows teachers to inform their instructional practices to improve student achievement. The data also informs the design of targeted professional development and strategic support for teachers.

The *Instructional Guides* and *Periodic Assessments* are tools for use by teachers, coaches and administrators to focus and improve student achievement. As such, they are vital to the District, our students and our teachers. Therefore, teachers are required to implement use of the *Instructional Guides* and administer the *Periodic Assessments* in accordance with applicable Reference Guides (i.e. Reference Guides 4790, 4791, 4792, 4793, 4794, and 4795). Failure to comply with District mandates to administer the *Periodic Assessments* and report the results will hinder the District's efforts to meet State of California accountability standards and impede progress toward improving student achievement.

In an effort to meet State of California accountability and standards requirements, I am directing all instructional personnel to comply with District and State policies and procedures regarding *Periodic Assessments*. Your compliance will be addressed in Stull Evaluations under the "Developing As A Professional Educator" section. Failure to comply with this directive will result in discipline, as instructional personnel must be held accountable for compliance.

Sincerely,



Ramon C. Cortines