



**LOS ANGELES UNIFIED SCHOOL DISTRICT
CHARTER SCHOOLS DIVISION**

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MICHELLE KING
Superintendent of Schools

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Director, Charter Schools Division

February 5, 2016

NOTICE TO CURE

Sent via Email and Certified U.S. Mail

High Tech Los Angeles (HTLA)
17111 Victory Blvd.
Van Nuys, CA 91406
Attention: Elliot Ponchick, Governing Board Chairperson

SUBJECT: NOTICE TO CURE: IMMEDIATE ACTION REQUIRED

High Tech Los Angeles (HTLA)
Charter Number - 0537 Location Code - 8885

Dear High Tech Los Angeles and Governing Board President Ponchick:

The Los Angeles Unified School District's Charter Schools Division (CSD) is issuing this Notice to Cure regarding matters that were identified during the January 21, 2016 oversight visit pertaining to Admission Practices and HTLA's Parent Student Handbook.

Admission Practices

According to school leaders, the school has determined not to admit 11th and 12th grade students who wish to attend the school. In a conversation on January 21, 2016 during the oversight visit, school leaders indicated that HTLA's instructional model does not support success for students newly entering the 11th and 12th grades because they have not had the benefit of being part of the school's curriculum and course offerings from the previous grades. The school's explanations notwithstanding, this failure to admit students constitutes a violation of the charter and noncompliance with Ed. Code section 47605(d)(2)(A) which provides that the charter school "shall admit all pupils who wish to attend the school."

School leaders further explained that 10th grade students who come to the school without certain course completion in the 9th grade are counseled about not being able to graduate on-time if they enroll at HTLA. As you know, it is unacceptable and an unsound educational practice to take any other action to discourage or deprive a student from exercising their right to enroll in a public school, or take any action that could be perceived as counseling out. The CSD is concerned about this practice which seems to be a result of the school's course offerings being determined by the needs of the school versus the needs of the students. The Charter Schools Division considers both findings of noncompliance a serious situation requiring immediate action.

Parent Student Handbook

HTLA's Parent Student Handbook indicates, under the subheading "Consequences for Violation of the Code of Academic Integrity," that the student's third offense, "varies from failure of the course to removal from High Tech LA." This policy is not aligned with the enumerated acts in

Element 10 of the charter. The school shall ensure that any removal from the school aligns with the school's policies and procedures for student expulsion.

Please take **immediate** action to correct the finding of noncompliance by providing the CSD with the following by February 29, 2016:

1. An assurance from HTLA's Board of Directors that the school will henceforth ensure its lottery and admission practices include any and all interested 9-12th grade students, consistent with the Charter Schools Act requiring the charter school to admit all students who wish to apply. Please include the board agenda of the meeting where this item was discussed. Include a plan for implementing an instructional program that meets the needs of all students including, but not limited to, interventions and credit recovery opportunities.
2. Evidence that the Parent and Student Handbook has been revised to eliminate plagiarism as an offense that can result in a student's involuntary removal from the school. In addition, the CSD reiterates its request to amend the handbook to include a parent complaint resolution process so that stakeholders are clear how their concerns can be addressed by the school, including information about having their concern heard by the school's governing board. Please include a description of the school's plan for how and when these updates will be communicated to stakeholders.

If you have any questions or need additional information regarding this notice, please contact me by e-mail at dana.edlis@lausd.net or by phone at 213-241-0439.

Sincerely,



Dana K. Edlis
Specialist

c: Dr. Robert Perry, CSD Administrative Coordinator
Dr. Joyce Johnson, CSD Senior Coordinator
Amy Long, CSD Fiscal Oversight Administrator
Marsha Rybin, HTLA Principal