

CHASE STREET ELEMENTARY SCHOOL
2010-2011 SCHOOL YEAR
OPERATIONAL MATRIX
WHO DOES WHAT?
HOW DO I CONTACT THEM?

ANDRES CHAIT, PRINCIPAL

- Supervision of Instruction
- Local School Leadership
- Categorical Committees (CEAC, ELAC, SSC)
- Parent Outreach
- Safety
- Student Success Team
- Student Discipline

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Message with Ms. Richter, SAA
- Email: aec3880@lausd.net
- M-F, 7:30AM-4:30PM
- Main Office

ALETA JOHNSON, APEIS

- Special Education
 - IEPs
 - Student Success Team
 - Referral for Special Education Assessment
 - Modified Consent Decree Outcomes

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Message with Ms. Rivas, Clerk
- Email: adj2572@lausd.net
- Half Time Assignment, 7:30AM-4:30PM
- AP Office (Next to ISO)

LISA RICHLIN, MATH COACH

- Instructional Support, Math Program
- Math Textbooks/Consumables
- Math Assessments
- Arts Programs

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, ISO
- Email: lmr7947@lausd.net
- M-F, 7:30-3:30
- ISO

PATRICIA CASTRELLON, ELD INTERVENTION COORDINATOR

- Instructional Support, ELD Program
- Materials, ELD Program
- EL Students with Academic Difficulties
- Intervention Programs (ELAP)
- ELD Portfolio Support

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Email: phc0070@lausd.net
- M-F, 7:30-3:30
- Rm. 14

ELIZABETH SHNORHOKIAN, PROGRAM ADVISER

- Categorical Program Compliance Oversight
- CELDT and all Language Assessments (BINL, LAS)
- Instructional Materials for Science, Social Studies, Health
- Scheduling, Auditorium/Empty Rooms
- Parent Outreach: Parent Center & PTA Liaison

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, ISO
- Email: emald4@lausd.net
- M-F, 7:30AM-3:30PM
- ISO

ANN SWABB, ELA INTERVENTION COORDINATOR

- Instructional Support, Language Arts
- Language Arts Textbooks/Consumables
- Language Arts Assessments
- Students with Academic Difficulties
- Intervention Programs (IWT, ELP)
- Paraprofessional Programs
- Technology Curriculum Advisor

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Email: aswabb@lausd.net
- M-F, 7:30-3:30
- Rm. 14

SUSANA BUSTAMANTE, PSYCHIATRIC SOCIAL WORKER (PSW)

- Student Behavior Concerns
- Family and Home Issues

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Email: susana.bustamante@lausd.net
- Thursday, and Friday
- Hours 8:00-4:40
- ISO/AP Office/Vacant Classrooms

CHARLOTTE BLAIR, PUPIL SERVICES & ATTENDANCE (PSA) COUNSELOR

- Attendance and tardiness concerns
- Family and Home issues

HOW TO CONTACT? WHEN? WHERE?

- Communication Log, Mailbox
- Email: cvb3975@lausd.net
- Wednesday and Thursday
- Hours: 7:50-2:45PM
- ISO/Vacant Classrooms