



Mission Statement: *Pacoima Skills Center provides quality educational programs and services to its diverse population, enabling students to set and meet goals and to participate more effectively in their families, the community, and the local economy.*

Pacoima Skills Center students will be

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| 1. Effective communicators | 2. Life long learners | 3. Productive individuals | 4. Involved citizens |
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(Instructors, please read to students)

Welcome to Pacoima Skills Center! We are proud of our programs and will do our part to help you reach your goals. We ask that you respect the efforts of other students and staff by following the campus rules.

Students: Be aware of parking restrictions on the streets around our school. You will be ticketed for illegal parking! Do not park in staff parking spaces.

Campus Security: We care about your safety. Students are encouraged to walk in pairs when coming to school or returning home. Instructors are reminded to allow students to take their breaks during scheduled times. School Police and staff will encourage students to attend class or leave the campus. Loitering is not permitted. Students are to follow the speed limit (5mph) and staff parking signs at all times.

FOR STAFF

Please remind your students not to loiter in the Donut Shop. The owner has asked us to help him with this problem. Remind your students to return to class promptly at the end of the break. Administrators and security staff will be checking the Donut Shop periodically.

White Elephant Sale: This is a reminder to all staff to bring in any unused or gently used items that you no longer need and that you think students would buy. All proceeds will go to our student scholarship funds. Please place a REASONABLE value on the items and bring them to Candie Gray's room (A-6).

All staff members have received a copy of the school rules and parking rules. Please enforce the "no caps" rule in your classrooms. The LAPD Gang Unit officers who spoke here on Feb. 16 reiterated the importance of enforcing this rule.

ID's and Parking Permits: Please wear your ID's each day. This is particularly important if you have a branch assignment. Your cooperation and support are appreciated!

ESL: Please encourage your students to buy the textbooks for their class. Not only is it an investment for them, but it also helps support our Bookstore staff (Dina and Lupita). **Copying from textbooks is ILLEGAL.**

Easy English Times: Sandy Henriks' students wrote articles in support of Adult Educations. Take a look, on the Staff Bulletin Board.

Career Technical Education: We offer the following classes to our community: Office Assistant, Computer classes, Electrical Wiring, EDMT, Medical Office careers, Computer Repair, and Buildings & Grounds. We

have a computer class at El Proyecto in Sun Valley, and we have opened another one at the Boys & Girls Club in Pacoima, through a partnership with Family Source.

Academic: We held out first grad meetings. The next ones are scheduled for April 25 (morning), April 28 (Saturday) and May 1 (evening). CAHSEE testing is scheduled for May 8 & 9. English GED is on May 23 & 24.

Cubias' CASAS Corner: In our latest WIA report, the preliminary results show 66% of goals achieved in ABE, 76% in ASE, and 102% in ESL. School-wide we are at 90%. These are excellent figures. Staff and students should be proud of themselves!!! The final round of testing for this school year will begin on May 7 and end on May 19, when all updates are due. This is earlier than in previous years because our submission dates to WIA are in June instead of August.

On Thursday, May 3, Van Nuys Adult School Principal Bernadine Gonzalez and Los Angeles CAS Assistant Principal Noel Martinez will receive awards from ACSA (Association of California School Administrators). The event will be held at Casa Italiana from 5-8pm. If you know either of the honorees and would like to attend, please contact Debi. Or, if you don't know them, but would still like to attend, also contact Debi.

Job Openings at PSC: None at the present time.