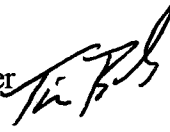


INTER-OFFICE CORRESPONDENCE
Los Angeles Unified School District

TO: ABT Committee

DATE: September 8, 2003

FROM: Tim Buresh, Chief Operating Officer



SUBJECT: Overview of the Office of the Chief Operating Officer

This Office supervises a variety of functions within the district. The common thread between these operations is that the various departments involved provide the necessary infrastructure for education to occur. What does that mean?

We don't teach the children. But we do pick them up in the morning and take them home at night, feed them during the day, decide which schools they attend, and track their performance. We may understand the totality of all of our kids better than anyone else.

We don't work in the classroom. But we do recruit teachers, provide the textbooks, computers, software, and the thousand other things needed to teach kids.

We don't run the schools. But we do provide the resources that principals need including money, communications, data, staff, and security.

We are not the Local District Offices. But we support them. When the instructional focus of the District changes, we change our support system to fit. When something goes wrong, we are the backup resource.

We don't build schools. But we help define our school needs and track our demographics. When new schools arrive, we turn them on and hand them off to instruction.

We don't cause good performance. But we do provide testing and evaluation of the kids, then we analyze how well our kids and teachers are doing. We track both through their entire school lives. When something isn't working well enough, we are the place to figure out why.

At the end of the day, when we perform well there is an environment in the classroom that is conducive to good learning. We will have maximized the resources available to instruction. Decision-making at all levels will be based on facts, data, and contextual analysis. Our processes will be transparent and best in class.

The attached organization chart shows the units that report to this Office, and their staffing levels in FY2002-03.



Office of the Chief Operating Officer
2002 - 2003 Organization Chart
(9-5-2003)

Superintendent
of Schools
R. Romer

Office of the Chief Operating Officer

Chief Operating
Officer (NC)
T. Buresh
(C=207+35*)
(NC=4,239.50+34*+5**)
(1,214^)(**2)

Principal Adm.
Assistant (NC)
J. Malinao
(C=0) (NC=2)

Planning, Assessment
& Research
Assistant
Superintendent (NC)
E. Wong
(C=42+1*)
(NC=143+21*+5**)

Human
Resources Division
Chief Human
Resources Officer (NC)
D. Hirsh
(C=93+34*)
(NC=260+13*)

Office of the Chief
Information Officer
Chief Information
Officer (NC)
M. Klee
(C=71) (NC=593)

Finance
Chief Financial
Officer (NC)
Ken Gotsch
(C=1) (MC=481)
(**2)

Business Services
Division
Business Manager
(NC)
M. Eugene
(C=0) (NC=2,242.50)
(1,214^)

Office of
Environmental Health
& Safety
Director
(NC)
A. Bellomo
(C=0) (NC=90)

School
Police
Chief of Police
(NC)
A. B. Kerstein
(C=0) (NC=427)

Reengineering
Executive Management
Officer (C)
R. Jackson

Revenue
Enhancement

Risk
Management
Risk Manager
(NC)
D. Holmquist

LEGEND
* = SPECIALLY FUNDED
** = PART-TIME
C = CERTIFICATED
NC = CLASSIFIED
(NUMBER IN PARENTHESIS INDICATES TOTAL STAFF)

*** Limited Term Positions – not in total count