

**LOS ANGELES UNIFIED SCHOOL DISTRICT  
DIVISION OF SPECIAL EDUCATION**



**TRAININGS  
ORAL INTERPRETATION  
AT  
IEP TEAM MEETINGS  
2007/2008**

**8:00 a. m. - 4:00 p.m. (Various Sites)**



**OBJECTIVE:** To provide training participants with resources, tools and knowledge to interpret at IEP team meetings and translate special education documents

**MEETING PARTICIPANTS WILL:**

- Gain awareness of IEP process and procedures
- Be familiar with the technical terminology
- Be familiar with the IEP form and the various sections
- Be familiar with the protocol for oral interpretation
- Practice interpretation and sight translations

**STEP 1 To register, place an X in the appropriate box on the schedule below...**  
**Early registration is strongly advised as spaces are limited. Must have administrator's approval.**

Select One	Local District	Training Date	Maximum # of Participants	Location
	3 & 7	January 10	25	Support Unit Central/West Offices - 2 <sup>nd</sup> Floor Conf. Rm. 3741 South La Brea Avenue, Los Angeles, CA 90016 (323) 421-2950
	Designed for <b>Certificated Staff ONLY</b>	January 18 <b>1:00 – 4:00 only</b>	25	LD 4 Administrative Offices –2 <sup>nd</sup> Floor Conf. Rm. 204 4201 Wilshire Boulevard, Los Angeles 90010 (323) 932-2155 (parking across the street from building)
	6& 8	February 1	25	LD 6 Administrative Offices -- 3 <sup>rd</sup> Floor Conf. Rm. 5800 Eastern Avenue, City of Commerce, CA. (323) 278-3900
	Designed for <b>Certificated Staff ONLY</b>	February 6 <b>8:30 – 11:30 only</b>	25	LD 4 Administrative Offices –2 <sup>nd</sup> Floor Conf. Rm. 204 4201 Wilshire Boulevard, Los Angeles 90010 (323) 932-2155 (parking across the street from building)
	Designed for <b>Certificated Staff ONLY</b>	February 7 <b>8:30 – 11:30 only</b>	25	LD 6 Administrative Offices -- 3 <sup>rd</sup> Floor Conf. Rm. 5800 Eastern Avenue, City of Commerce, CA. (323) 278-3900
	1 & 2	February 12	25	Local District 2 Professional Development Center Rm. 1 10715 Strathern Street, Sun Valley 91365 (street parking only; check signs)
	1 & 2	February 29	25	Devonshire Elementary School Site – Room 4 10045 Jumilla Avenue Chatsworth, CA 91311

	6 & 8	March 3	25	Peary MS Delta Center Corner of 160 <sup>th</sup> St. & Brighton Ave., Gardena, CA 90217 (310) 516-0027
	4 & 5	March 11	25	LD 4 Administrative Offices –2 <sup>nd</sup> Floor Conf. Rm. 204 4201 Wilshire Boulevard, Los Angeles 90010 (323) 932-2155 (parking across the street from building)

<b>STEP 2</b>	<b>Registration Form</b>	Complete the following information....
Name: _____		Position _____
School _____		Local District: ____ Telephone #: _____ Ext. _____
_____		_____
<b>Signature of Site Administrator</b>		<b>Administrator's Position</b>

**STEP 3 Fax (2 items) the registration form and the schedule with your choice indicated no less than four (4) days prior to your selected training date to:**

**Division of Special Education**

Attention: Yolanda Garcia Carrillo, Coordinator, Fax (213) 241-8499 or (213) 241-4844  
Contact # (213) 241-3335 or (213) 241-5429

A **confirmation will be sent to the school** for participants registered for the training.  
The **confirmation slip is to be taken to the training.**

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