

LOS ANGELES UNIFIED SCHOOL DISTRICT
LOCAL DISTRICT E
Instructional Support Services

TO: Principals, and **DATE:** March 12, 2004
Title I/SI and EL Coordinators

FROM: Isaias Martinez, Parent Involvement Administrator

SUBJECT: Local District E Annual Spring Parent Conference

On Thursday, April 1, 2004, Local District E's parent councils will host the annual Spring Conference at the Radisson Midtown Los Angeles Hotel. All CEAC & ELAC chairpersons, representatives and alternates **must** attend the conference. This is considered a regular monthly meeting. Identified parents will receive information via mail. Please share this information with your school site coordinators so that they may help arrange transportation for the parents if necessary.

Our annual Spring Conference will be at the:

Radisson Midtown Los Angeles Hotel

**3540 South Figueroa Street
Los Angeles, CA 90007
(213) 748-4141**

DATE: Thursday, April 1st, 2004

TIME: 9:00AM - 3:00PM

Attached you will find the fliers that will be mailed home to parents.

Directions:

Exit from the Harbor Freeway (110) at Exposition Blvd., continue west to Figueroa Street, and turn right. The Radisson Midtown Los Angeles is on the right hand side across from the street from USC.

Should you have questions or need additional information, please call me at (323) 932-2298.

APPROVED: Jan Pickett, Director