# LENNOX SCHOOL DISTRICT
# CABINET
# MONTHLY UPDATES

SEPTEMBER 2026



**MRS. GABBY TAVITIAN**
**SUPERINTENDENT**

## LEADERSHIP ON THE TRAIL TO SUCCESS

The month of August is now on the trail behind us, and what a start it has been! As we move into September, this is a great opportunity to reflect on those first few weeks of the school year. Did we prepare everything we needed for the journey? Did we discover that we left a few essential items out of our backpacks? Were there lessons, tasks, routines, or plans that worked exactly as we hoped—or others that may need a little adjusting? The great news is that the trail ahead gives us plenty of opportunities to adjust, refocus, and keep moving forward!

September's theme is *Leadership on the Trail.* Leadership is not defined by a title or position. Each of us has opportunities every day to lead through our actions, our attitudes, our willingness to support one another, and our commitment to the students and families we serve. As we settle into our stride this month, I encourage each of you to think about how you can lead from wherever you are on the trail.

### 🥾 On the Trail to Great Attendance!

September also marks the launch of our **Districtwide Attendance Campaign**! This year, we have set an important District goal to increase our Average Daily Attendance (ADA) by 1%. Getting our students to school every day will take all of us—staff, students, families, classrooms, schools, and our entire District community working together. Every conversation, every connection with a family, and every effort to encourage a student to come to school can make a difference. Every Day Matters. Every Student Counts. Let's do this together!

### 🧭 Lennox Leadership Academy

Another exciting opportunity is hitting the trail this September! The flyer is linked HERE for our Lennox Leadership Academy, which will officially begin on October 8th. The Academy is an opportunity for Lennox employees who are interested in developing their leadership skills, growing professionally, and preparing themselves for future leadership opportunities. If you are interested in applying, please scan the QR Code and complete the application by the September 14th deadline.

Whether you are participating in the Leadership Academy, encouraging a student to attend school every day, supporting a colleague, serving a family, or simply stepping up when something needs to be done, remember: Leadership happens everywhere along the trail.

Keep learning. Keep leading. Keep supporting one another. And most importantly, keep moving forward! 🏕️ Thank you, Lennox Trailblazers!

With appreciation,

*Gabriela Tavitian*
Superintendent




## THIS MONTH WE CELEBRATE:

**September**

- 3-Back to School Night-Elementary
- 7-Labor Day Holiday
- 8-International Literacy Day
  Regular Board Meeting@6pm
- 10-Back to School Night-Preschool
- 11 -Patriot Day
- 11-13-Rosh HaShanah
- 15-Hispanic Heritage Month Begins
- 17-Constitution & Citizenship Day
- 25-CA Native American Day



**This month we also observe...**

School Attendance Month
National School Success Month
National Hispanic Heritage Month



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## MONTHLY ATTENDANCE DATA RESULTS







Will your school win the Golden Boot Incentive?
Or the Most Improved Incentive?
Help your school win!



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## LENNOX TRAILBLAZERS OF THE MONTH SEPTEMBER 2026




### Classified

**Mrs. Arlene Vargas is an outstanding school secretary at Dolores Huerta Elementary. Arlene has great efficiency and precision. Her attention to detail and her creativity are her most admirable qualities. Her staff can always count on Arlene's work to be correct and complete regardless of how busy they get in the front office. She also does not hesitate to step in to support teachers, parents, and students with whatever they need. Thank you, Mrs. Vargas!**




### Management

**Mrs. Susana Martin is Moffett Elementary's amazing Assistant Principal. Mrs. Martin goes above and beyond making sure that students and staff have all of the resources that they need for the day. The staff really appreciates her hard work and dedication to the Moffett students and community. Thank you, Mrs. Martin!**




### Certificated

**Mrs. Ana Fierro Marcelletti is an outstanding teacher at Buford Elementary. Mrs. Marcelletti not only invests a lot of her time creating wonderful lessons for her students, she also takes time to build strong relationships with them at the start of the school year. Part of this process includes setting students up for success by helping them set goals for the school year. Thank you, Mrs. Marcelletti!**







### Nominate a Lennox Trailblazer of the Month:

This year, I will be recognizing a Lennox Classified, Certificated, and Management Employee in this section of my Monthly Cabinet Update. I will select employees for this recognition in one of the two following ways: 1) Employee recommendation via this Google Form. Anyone can recommend any employee regardless of their classification or 2) through Superintendent Observation.

**Trailblazer Candidates should/can be recognized for any of the following:**

Leadership--Great Attendance--Growth--Performance--Kindness--Perseverance--Professionalism

Thank you in advance for nominating your outstanding colleagues throughout the year. I look forward to reading about the wonderful Trailblazers in our Lennox District this school year! Go Team Lennox!

# LENNOX SCHOOL DISTRICT CABINET

# MONTHLY UPDATES

# INSTRUCTIONAL SERVICES



Mrs. Becki Blanco
Assistant Superintendent of Instructional Services

## Welcome Our New Team Members!

**I am excited to welcome two new members to the Instructional Services team! We are fortunate to have talented educators joining our department who bring valuable experience, knowledge, and a passion for supporting our schools and students.**

**Marisol Carrillo – Educational Technology TOSA**



Marisol joins us from Buford Elementary School and brings a wealth of curriculum knowledge, creativity, and innovative ideas. She is excited to collaborate with teachers across the District and support the meaningful integration of technology to enhance teaching and learning.

**Jacqueline Sanders – Special Education Program Specialist**



Jacqueline will be joining our team soon as our new Special Education Program Specialist. She is currently an SAI Teacher at Jefferson Elementary School. We are working to fill her current position so she can transition into her new role. We look forward to the experience and expertise she will bring to our Special Education team!

**SAVE THE DATE**

**Professional Develoment**
Saturday, October 17

**The Instructional Services Department is committed to supporting every school site through curriculum, professional development, assessment, technology, and instructional support to ensure high levels of learning for all students.**
**Our goal is to create the conditions for every learner to succeed. Please reach out to us whenever you need assistance, we are here to help!**



### Elementary Writing Calibration 2026

We are excited to begin our writing calibration work for the 2026–27 school year! This year, grade levels will calibrate once each trimester using district common writing prompts, rubrics, and anchor papers to build consistency in expectations and assessment.

While one genre will be selected for calibration each trimester, best practice is to provide students with opportunities to write in all three genres throughout each trimester.

To support instruction, the Instructional Services Department has created a Suggested Writing Plan that connects our Wonders writing curriculum with Thinking Maps and LETRS.

Resources:

- Suggested Writing Plan – Connects Wonders, Thinking Maps, and LETRS to support writing instruction.
- 2026–27 Writing Folder – Access your grade-level prompts, rubrics, and anchor papers.

FOLLOW US ON INSTAGRAM! @ASSTSUPT_LENNOXSD

SEPTEMBER 2026

# LENNOX SCHOOL DISTRICT CABINET

# MONTHLY UPDATES



**MS. MARIA CASTELLANOS**
**ASSISTANT SUPERINTENDENT OF PERSONNEL SERVICES**

## WE'RE HIRING!

JOIN OUR TEAM! TO SEE ALL JOB OPPORTUNITIES GO TO EDJOIN:

HTTPS://WWW.EDJOIN.ORG/LENNOXSD

**PERSONNEL DEPARTMENT WEBPAGE**

## EASE

Employee Assistance Service for Education

LOS ANGELES COUNTY OFFICE OF EDUCATION

IN PARTNERSHIP WITH THE LENNOX SCHOOL DISTRICT

*You're not alone.*

## WE'RE HERE TO HELP.

*Support for You. Support for Your Family. Support for Life.*

The EASE program through the Los Angeles County Office of Education offers professional counselors to help district employees navigate a variety of difficulties.



### A BENEFIT FOR YOU AND YOUR FAMILY

EASE is a benefit not exclusive to just you; it can also be a resource to your immediate family members.

### CONFIDENTIAL AND SEPARATE

EASE is entirely separate from our school district. Contact with EASE will remain strictly confidential, and information will only be shared with your explicit consent.

### HERE WHEN YOU NEED US

Don't hesitate to contact EASE, whether it's a call for support, guidance, or a referral.

Contact EASE today at **1-800-882-1341** and put yourself at ease.

Your well-being is important and our **Lennox School District** is committed to supporting you on your journey towards a healthier and happier life.

For additional information about the EASE Program, click here for more information. EASE Program

@ASST.SUPT.HR_LENNOXSD

**FOR MORE INFORMATION CHECK OUT OUR PERSONNEL DEPARTMENT WEBPAGE: WWW.LENNOX.K12.CA.US**

SEPT. 2026

# LENNOX SCHOOL DISTRICT CABINET

# MONTHLY UPDATES

## BUSINESS DEPARTMENT

September



**Ms. Arleta Ilyas**
**Assistant Superintendent of Business Services**

### Facilities, Maintenance, & Operations

The Facilities team continues to address the many HVAC issues throughout the campuses. For more updates, please see the second page which addresses HVAC issues.




### Technology

The tech team remains vigilant in addressing the phishing attempts that have been taking place in the email accounts by scrubbing the emails off the network and inboxes. The team is also in the final stages of transitioning to the new website platform.



Business Department:

Ms. Sonia Martin
Executive Secretary, Business Services

Mr. Francisco Diaz
Dir. of Nutrition Services

Mr. Orlando Orozco
Dir. of Fiscal Services

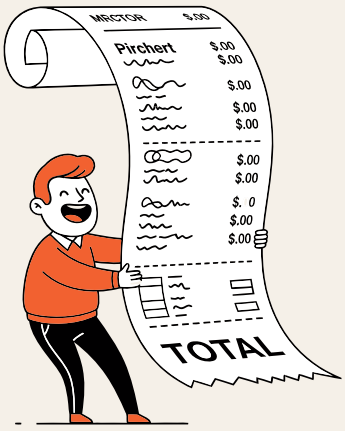
Ms. Genia Baker
Dir. of Facilities

Mr. Raul Gomez,
Dir. of Technology

### Nutrition Services

Thank you to the Nutrition Services team at Buford for making the transition of serving more students as smooth as possible. The team is working on new menu items for students such as Pollo Verde Burrito and Chicken Tinga.




### Fiscal Services

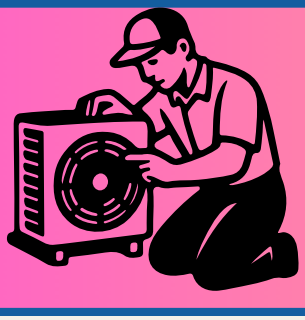
Fiscal Services is working on providing a **Total Compensation Letter** to all employees. The letter will have information on the employee's salary plus all statutory and fringe benefits paid by the District on the employee's behalf. The Fiscal Team is also preparing for "Budget Road Shows," during faculty/staff meetings, which will illustrate to staff members how the budget is developed, where our funding comes from, and what do changes from the state impact Lennox.

SEPT 2026

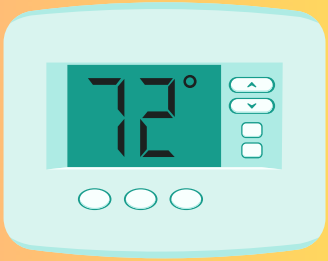
LENNOX SCHOOL DISTRICT

BUSINESS DEPARTMENT

# FACILITIES UPDATES



LATEST NEWS




## *HVAC Updates:*

Our Lennox Maintenance Department is aware of the issues surrounding our HVAC system. This page will provide monthly updates on the known issues from the system, and what is being done to address it.

Here are some updates for the month of **SEPTEMBER:**

**Common HVAC Issues Identified:**

- *Overworked AC Units Freezing & Leaking:* Because the air conditioners are running nonstop due to the outside temperatures and humidity levels, the motors are locking up and the drainage lines are clogging, causing water leaks.
- *Conflicted Heating and Cooling:* The system is erroneously pumping out hot and cold air at the same time.
- *Failing Core Components:* Essential parts that cool the air (coils) and measure the temperature (sensors) are breaking down.
- *Trapped Outdoor Humidity:* Extra moisture from humid weather outside is getting pulled into the AC system, adding to existing classroom dampness and raising humidity levels.
- *Thermostat Control System Failures:* Swapping out standard thermostats to connect units to the central automated system (Allerton) keep failing when the central system goes down, forcing technicians to reinstall standalone thermostats to manually set classroom temperatures

**HVAC Repairs Completed:**

- Addressed Leak issues at Huerta and Moffett
- Thermostats swaps at Huerta & LMS
- Custodians cleaning classrooms with mold growth - If your classroom has mold due to the humidity, please report **immediately** to maintenance and the school site front office so we can send a custodian to clean the classroom.

**Upcoming repairs:**

- Repairing corroded wires at Moffett
- Condensor fans and motor repairs at Moffett & Buford
- Assesing unit replacement at Jefferson.

**Reminder!**

- For any issues - please have the clerk at your site enter a **work order**. (Without a work order, it is hard for our team to prioritize repairs.)
- If you have a work order in the system, please follow-up with the front office staff on the status and progress notes.

WE ARE INSTAGRAM OFFICIAL! FOLLOW US @LENNOXSD_BUSINESS