

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Office of the Chief of Special Education, Equity and Access
Division of Student Health and Human Services

TO: Local District Superintendents
Local District Administrators of Operations
Community of Schools Administrators

DATE: July 17, 2020

FROM: Anthony Aguilar 
Chief of Special Education, Equity and Access

Pia V. Escudero 
Executive Director, Student Health and Human Services

SUBJECT: GUIDANCE FOR DISTRICT ADMINISTRATORS REGARDING STUDENTS WITH COVID-19

The purpose of this correspondence is to provide guidance to District Administrators on reported COVID-19 cases among students. A database for reporting student cases has been developed which requires a LAUSD Single Sign On (SSO) to access.

All student related reports should be made via this reporting tool rather than through the iSTAR system. All student health matters are confidential and should not be disclosed to or discussed with other staff or third parties. All leadership should implement, forward, and share with their direct reports the reporting link to document student related COVID-19 cases or exposures. This will allow for consistent and confidential communication throughout the duration of the LA Unified school closures.

Student Health and Human Services (SHHS) has been and will continue to work closely with Los Angeles County Department of Public Health (LACDPH) and other partners and will abide by all guidelines issued by public health officials. Updated information will be shared with leadership as it becomes available.

Thank you for your continued dedication and hard work in supporting our LA Unified school community during this difficult time. It is only through working together that we will be able to mitigate the devastating effects of this virus.

If you have any questions, please contact Pia V. Escudero at pia.escudero@lausd.net or Sosse Bedrossian at sosse.bredrossian@lausd.net.

c: Pedro Salcido
Alison Yoshimoto-Towery
SHHS Leadership Team