October 27, 2014

Dear LAUSD Senior High School Parents and Guardians:

We have identified problems that have impacted the transcripts of students due to the implementation of a new student information system. As Superintendent, I take full responsibility for ensuring that our systems are functioning correctly in support of students. We are working to resolve problems that have been identified. Technology teams are partnering closely with our data, instructional, and school teams to make sure that official reports for our students—including vital information such as courses taken, grade point averages, and class ranks—are precise, accurate, and up to date. In addition, a cadre of support staff, including but not limited to retired counselors, principals, and assistant principals will be deployed to high schools to assist with the review and certification of transcripts as well as provide necessary assistance relating to master scheduling.

We have received an extension to submit Cal Grant information by November 30, 2014. In addition, we are taking the following critical steps:

- Communicating with our California public university systems and other public and private colleges and universities to ensure they are aware of potential discrepancies in official transcript reports (See attached letter)
- Deploying additional counselors and other staff to physically review student transcripts at high schools to ensure their accuracy
- Identifying staff and setting up dedicated hotlines in each Educational Service Center to log student concerns and provide follow-up action concerning transcripts

I appreciate your help and guidance as we move forward in the best interest of our students. There are going to be mistakes, but we are committed to fixing them. Your children are the reason we are here and we owe it to them to provide absolutely everything they need to achieve their goals.

If you have any concerns whatsoever about your student’s ability to access critical information needed for college applications or any other purpose, please contact the Educational Service Center for your student’s school:
<table>
<thead>
<tr>
<th>Educational Service Center</th>
<th>Contact</th>
<th>Title</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Marilu Pigliapoco</td>
<td>Administrator of Parent &amp;Community Engagement</td>
<td>(818) 654-6344</td>
<td><a href="mailto:marilu.pigliapoco@lausd.net">marilu.pigliapoco@lausd.net</a></td>
</tr>
<tr>
<td>East</td>
<td>Jose Morales</td>
<td>Parent Educator Coach</td>
<td>(323) 224-3313</td>
<td><a href="mailto:jlm8772@lausd.net">jlm8772@lausd.net</a></td>
</tr>
<tr>
<td>South</td>
<td>Dr. Megan Mitchell Veronica Obregon</td>
<td>Parent Educator Coaches</td>
<td>(310) 354-3401</td>
<td><a href="mailto:mam0887@lausd.net">mam0887@lausd.net</a> <a href="mailto:vxo1587@lausd.net">vxo1587@lausd.net</a></td>
</tr>
<tr>
<td>West</td>
<td>Desiree Manuel</td>
<td>Administrator of Parent &amp;Community Engagement</td>
<td>(310) 914-2124</td>
<td><a href="mailto:desiree.manuel@lausd.net">desiree.manuel@lausd.net</a></td>
</tr>
<tr>
<td>Intensive Support &amp; Innovation (ISIC)</td>
<td>Rene Martinez</td>
<td>Administrator of Parent &amp;Community Engagement</td>
<td>(213) 241-7872</td>
<td><a href="mailto:rmarti16@lausd.net">rmarti16@lausd.net</a></td>
</tr>
</tbody>
</table>

Sincerely,

[Signature]
Ramon C. Cortines
Superintendent of Schools

ATTACHMENT

c: Members, Board of Education
   Educational Service Centers
October 27, 2014

Dear Office of the President,

Los Angeles Unified School District (LAUSD) has recently implemented to a new integrated student information system to capture all student information on one platform. As a result, the school district has faced technical difficulties in ensuring the accuracy of some data in the process of this recent transfer. Some of these discrepancies may have affected student transcripts, grade point averages (GPA), and class rank.

Please be assured that LAUSD is actively working on correcting the discrepancies in these areas. For every individual student transcript we have taken critical steps to certify every class, credits, grade point average and grades for high school completion. Students who apply to the University of California (UC), California State University (CSU), private, or out-of-state institutions will have accurate, official transcripts sent to the respective university system when requested.

We ask that should you have questions pertaining to a specific student transcript you contact us and we will address your questions or concerns. We want to ensure that our students have every opportunity for consideration to attend the university of their choice.

Please find attached to this letter, a list of all LAUSD high schools and their respective contact information. Please feel free to contact your School Counselor or Nader Delnavaz, Administrator of College and Career Education at (213) 241-7510 for any questions or concerns you may have regarding student transcript, GPA, and/or class rank.

Sincerely,

Ramon C. Cortines
Superintendent of Schools

ATTACHMENT