

# EXHIBIT 3

**Sharon Landers**

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**From:** Brown, Adaina <aea9366@lausd.net>  
**Sent:** Wednesday, March 11, 2020 6:16 PM  
**To:** Sharon Landers  
**Subject:** Fw: Coronavirus - Social Restrictions

See email below

Dr. Adaina Brown, **Administrator**  
**Carson Community of Schools**

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"Change will not come if we wait for some other person or some other time. We are the ones we've been waiting for. We are the change that we seek."  
- Barack Obama



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**From:** Beutner, Austin <austin.beutner@LAUSD.NET>  
**Sent:** Wednesday, March 11, 2020 4:45 PM

**To:** PRINCIPALS-ALL@LIST.LAUSD.NET <PRINCIPALS-ALL@LIST.LAUSD.NET>

**Subject:** Coronavirus - Social Restrictions

Dear School Leader,

We are requesting you to implement the following additional measures in schools, effective immediately. It is unfortunate, but necessary, we take these steps to help prevent the spread of coronavirus. Public health officials at the County have told us this is the appropriate thing to do at this time.

- Cancel or postpone all large gatherings, assemblies and school open houses. In simple terms, if the gathering has more people than you might find in a classroom, students and staff should not participate.
- Athletic events and other similar activities can continue, but without spectators attending.
- Cancel or postpone all in-person organizational and professional development meetings.
- Try to use Zoom, conference calls or other ways to convene a virtual gathering.
- Cancel all outside use of school facilities.
- Cancel all school trips to public venues where there is exposure to crowds.
- Exclude from school campuses all students, staff, faculty members or visitors for 14 days who have traveled outside the United States.

Exceptions for extraordinary circumstances may be authorized for schools by Local District Superintendents.

In addition to these measures, please continue to make sure all who are on school campuses – students, staff, families and visitors – practice proper hygiene and wash their hands regularly.

We recognize these new restrictions will cause some difficulty and disappointment among many who are involved. Whether they be students and teachers who have worked hard to prepare for a competition or families and community members who have helped organize events to celebrate students and connect the schools to the communities they serve. We hope all involved can appreciate the need to protect the health and safety of all who are part of the school community.

Please contact your local district with any questions. In addition, we have set up a hotline at 213-241-2000 for school leaders to answer any questions. The hotline is open 6 a.m. to 6 p.m. Monday through Saturday.

Thank you for your leadership on this.

Austin Beutner  
Superintendent  
Los Angeles Unified  
213-241-7000  
[austin.beutner@lausd.net](mailto:austin.beutner@lausd.net)

