



INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Division of School Culture, Climate, and Safety

TO: School Site Administrators

DATE: March 29, 2022

FROM: Roberto A. Martinez, Associate Superintendent 
Division of School Culture, Climate, and Safety

Leslie Ramirez, Chief of Police 
Los Angeles School Police Department

SUBJECT: SECURITY FOR GRADUATION/CULMINATION

The purpose of this correspondence is to provide guidance for the use of services by Los Angeles School Police Department (LASPD) at graduation and culmination ceremonies. Schools are encouraged to use all available resources such as campus aides, school staff, and administrators. Los Angeles School Police Officers can be requested to serve at graduation and culmination ceremonies under the following guidelines:

- School police will provide perimeter support to the campus or facility and be available should a law enforcement need arise.
- LASPD Officers will patrol in marked police vehicles.
- LASPD Officers will maintain a low-profile presence.

Due to limited coverage, LASPD officers can be paid from allocations which have been provided to each Local District specifically for graduation/culmination security purposes. These funds can also be used for utilizing the services of campus aides or school faculty and staff assisting with security. Lastly, should you request - coverage beyond what is outlined above please exercise discretion on the level of security. Check with your Local District Administrator of Operations for assistance.

Should you have questions please do not hesitate to reach out to Chief Leslie Ramirez at lr Ramirez@laspd.com, Deputy Chief Glenn Besunder at gbesunder@laspd.com or me at roberto.a.martinez@lausd.net.

c: Megan K. Reilly
Local District Superintendents
Local District Administrator of Operations