



**UNITED STATES
SECURITIES AND EXCHANGE COMMISSION**

San Francisco Regional Office
44 Montgomery Street, Suite 2800
San Francisco, CA 94104

DIVISION OF ENFORCEMENT

Jason Lee
Senior Counsel
415-705-2481

December 21, 2018

Via UPS & E-mail (Jennifer.Carbucciona@sweetwaterschools.org)

Sweetwater Union High School District
c/o Jennifer Carbucciona, General Counsel
1130 Fifth Avenue
Chula Vista, CA 91911

Re: In the Matter of Sweetwater Union High School District (MSF-4276)

Dear Ms. Carbucciona:

We believe that Sweetwater Union High School District ("Sweetwater") may possess documents and data that are relevant to an ongoing inquiry being conducted by the staff of the United States Securities and Exchange Commission. Accordingly, we hereby provide notice that such evidence should be reasonably preserved and retained until further notice. Failure to do so could give rise to civil and criminal liability.

The Commission considers potentially relevant documents to include those created on or after January 1, 2015 that relate or refer to the following topics:

1. Sweetwater's finances, accounting, budget, interim financial reports, general ledger, financial statements, financial projections, deficits, interfund transfers, interfund loans, cash position, financial solvency, and/or general fund reserves;
2. Sweetwater's Fiscal Services Department, Financial Services Department, former and current Chief Financial Officers, and/or former and current Directors of Finance;
3. Sweetwater's financial statement audits and bond program audits;
4. Sweetwater's independent auditors;
5. Sweetwater's municipal securities program;
6. Any contemplated or actual securities issued by Sweetwater;

7. Any credit ratings agency, including without limitation, Fitch Ratings, Inc., Moody's Investors Service, and S&P Global Ratings;
8. All communications with, documents provided to, and documents received from the San Diego County Office of Education;
9. Any allegations of impropriety, fraud, mismanagement, and/or unlawful conduct related to Sweetwater's finances, budget, and/or accounting; and
10. Any allegations of impropriety, fraud, mismanagement, and/or unlawful conduct related to Sweetwater's municipal securities program.

Such documents include both "hard copy" versions and electronically-stored information in your possession, custody or control, including text files, data compilations, word processing documents, spreadsheets, e-mail, voicemail, data bases, calendars and scheduling information, logs, file fragments and backup files, letters, instant messages, memoranda, notes, drawings, designs, correspondence or communication of any kind. Evidence that is stored electronically may be maintained on shared network files, computer hard drives, servers, DVDs, CD-ROMs, flash drives, thumb drives, laptops, digital recorders, netbooks, PDAs, smartphones, or other handheld devices.

In this letter, I refer to such documents and data as "Evidence." You have a duty to reasonably preserve and retain such Evidence.

This duty includes an obligation to provide notice to all employees or custodians who may be in possession of Evidence. This duty also extends to the preservation and retention of Evidence in the possession or custody of third-parties, such as an internet service provider or a cloud computing provider, if such Evidence is within your control.

You may need to act affirmatively to prevent the destruction of Evidence. This duty may necessitate quarantining certain Evidence to avoid its destruction or alteration. You should consider whether you need to discontinue the routine destruction of Evidence, including discontinuing the recycling of backup tapes or other storage media, and the deletion of emails, "trash," "recycling," "drafts," "sent," or "archived" folders. You should avoid running or installing any drive cleaning, wiping, encrypting, or defragmenting software on hard disks of computers that may contain Evidence.

You should consider preserving any forensically recoverable data by having mirror image copies made of the Evidence. Having said that, any attempt to replicate electronic data without adhering to best practices for data replication could compromise the integrity or contents of such data. Simply making "hard copies" of such Evidence or transforming it to other formats (such as TIFF, or PDF documents) does not constitute preservation of such Evidence. We are prepared to discuss with you proper protocols for replication before you attempt to copy Evidence. The Commission may be able to retain and supervise computer forensic resources to properly and non-invasively create back-up images of Evidence.

In addition to preserving the Evidence described above, we further request that you take no action to delete or otherwise compromise any content existing on social networking websites

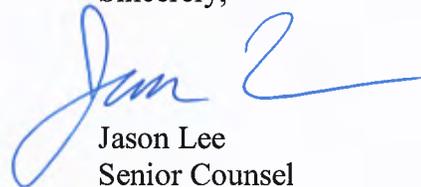
such as “Facebook” or “LinkedIn.” Moreover, we request that you take no affirmative action to delete any emails, even emails that may not fit within the parameters set forth above.

* * *

While we recognize that this may impose a burden on you, it is absolutely necessary that you fully comply with your obligations to reasonably retain and preserve Evidence. We appreciate your efforts in this regard.

Please contact me if you have any questions, or to meet-and-confer about the matters discussed above. Further, please acknowledge your receipt of this letter by sending me an email or by returning a copy of this letter with your signature in the space provided below.

Sincerely,



Jason Lee
Senior Counsel
Division of Enforcement

I acknowledge that I received this letter
on the __ day of _____, 2018:
