



# Auburn Public Schools

**"STRIVE FOR  
EXCELLENCE"**

**Cecelia F. Wirzbicki  
School Business Manager**

5 West Street  
Auburn, MA 01501  
Tel. (508) 832-7755  
Fax. (508) 832-7757

November 10, 2016

Jorge Manuel Teixeira  
[infoshinesunlight@gmail.com](mailto:infoshinesunlight@gmail.com)

Re: Public Records Request to Auburn Public Schools

Dear Mr. Teixeira,

In accordance with the Champa v. Weston Pub. Sch. 473 Mass. 86 (2015) decision, Auburn Public Schools will provide you with redacted versions of the two settlement agreements in the District's possession, custody and control dating from January 1, 2011 through October 13, 2016, upon payment of the reasonable estimate provided below. In accordance with Champa and FERPA, the District will redact all personally identifiable information from each agreement, including all references to the individual student's services, programming, disability, progress and needs. 34 C.F.R. 99.3, 99.31 (b) (1); Champa 473 Mass. at 97 (finding that information about the child's services, programming, disability, progress and needs is "highly personal" such that disclosure would constitute an unwarranted invasion of personal privacy.) The financial terms, if any, contained in the agreements will not be redacted. Champa, 473 Mass. at 97.

Pursuant to 950CMR32.06 (1), the District requests that you pay a reasonable reproduction rate of \$11.69. This fee includes 4 pages of photocopies at five cents per page plus one half hour (1/2 hour) of staff time spent searching, segregating, and redacting the records (based on an hourly rate of \$22.99). Checks can be made payable to the Auburn Public Schools and mailed to the attention of: Cecelia Wirzbicki, Business Manager, Auburn Public Schools, 5 West Street, Auburn, MA 01501.

The District reserves its right not to begin the process of searching, segregating and redacting the requested records until it has received payment of the above estimated fee. Please provide a postal mailing address to which the District may send the requested records.

Respectfully,

Cecelia F. Wirzbicki  
Business Manager  
Auburn Public Schools  
5 West Street  
Auburn, MA 01501  
T 508-832-7755  
F 508-832-7757  
[cwirzbicki@auburn.k12.ma.us](mailto:cwirzbicki@auburn.k12.ma.us)