

The Public Schools of Dover and Sherborn

157 Farm Street, Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239

www.doversherborn.org

Mr. William H. McAlduff, Jr., Interim Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Christine Smith, Director of Special Education
Ms. Dawn Fattore, Interim Business Manager

October 21, 2016

Dear Mr. Teixeira: (via electronic delivery)

This responds to your public records request for:

"Settlement agreements entered into by your School District with parents and guardians, from January 1, 2011 through today, relative to the provision of special education services and/or educational placement(s) for students with disabilities, redacted of all personally identifying information. "

The Dover-Sherborn Regional School District ("District"), received the above request on October 13, 2016.

The District intends to comply with your request, subject to redaction of personally identifiable information that is exempt from disclosure under Exemption A and Exemption C of the Public Records Law.

The staff time necessary to search, retrieve, redact, photocopy and refile the records, along with copying costs (@ 5 cents/page) is significant. Thus, the District cannot reasonably waive the fees associated with this service to you. The District is thus providing you with an estimate of \$224.30 for the fees you will be assessed.

The fees are broken down as follows:

- the lowest hourly rate of a staff member capable of completing this task is \$22.00/hour.
- six hours for this staff person to search, retrieve, photocopy and refile the records
- four hours for this staff person to redact personally identifiable records (as indicated above)
- \$4.30 in photocopy fees (5 cents/page)
- 10 Hours @\$22.00/hour plus \$4.30 = \$224.30

The District will begin the search and processing of records upon receipt of a check made payable to the Dover-Sherborn Public Schools in that amount. In the event the actual costs exceed this estimate, you will be expected to pay the additional amount. In the event the actual costs are lower than this estimate, the overpayment will be refunded to you.

To the extent you object to the redaction of personally identifiable information, you may appeal this response by sending a written request to The Office of the Supervisor of Public Records, Secretary of the Commonwealth, One Ashburton Place, Room 1719, Boston, MA 02108.

Sincerely,



William McAlduff
Interim Superintendent