



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Michael M. Harvey, Ed.D.
Superintendent of Schools

5 School Street
Wenham, MA 01984

October 20, 2016

Jorge Teixeira
68 Priest Street
Hudson, MA 01749

RE: Public Record Request received via email 10/15/2016

Dear Mr. Teixeira:

I am in receipt of your request for records dated October 15, 2016. You appear to be requesting the following documents:

"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."

While it is the District's intent to comply with your request, given the number of documents that would need to be review, copied, and redacted, and the amount of staff time necessary to respond to the request, the cost would exceed \$10. Therefore, in accordance with 950 CMR 32.06(2), I am providing you with the following estimate as to the anticipated fees for compliance with your request.

1. In accordance with M.G.L. c. 66, § 10 and 950 CMR 32.06 (1)(a), you will be charged 5 cents per page for photocopies of public records. The District estimates your request requires 115 photocopies to be made at a total cost of \$5.75.
2. In accordance with M.G.L. c. 66 § and 950 CMR 32.06 (1)(c), you will be charged a prorated fee of \$ 23.59 per hour for search and segregation time associated with all requests for non-computerized public records. This represents the hourly rate of the lowest-paid employee capable of performing this task. The School District estimates your request requires 12 hours hours of search and segregation time at a total cost of \$283.08.

Based on the estimated fees contained in paragraphs 1 and 2 above, the total estimated charge you will be assessed for copies of the records which you requested is \$288.83. Please contact my office at your earliest convenience to confirm your request and to provide us with a check in this amount payable to the Hamilton Wenham Regional School District before we process your request.

In accordance with the Public Records Access Regulations, 950 CMR 32.08 (1), you are hereby notified that you may seek redress under 950 CMR 32.00 and M.G.L. c. 66 § 10(b) if you disagree with this response. If you have any questions, please do not hesitate to contact me.

Sincerely,

Michael M. Harvey, Ed.D.
Superintendent of Schools
Keeper of Records

Knowledge • Responsibility • Respect • Excellence

The District does not discriminate in its programs, activities or employment practices based on race, color, national origin, religion, gender, gender identity, sexual orientation, age or disability.

[Faint, illegible handwritten text]