

Hanover Public Schools

Matthew A. Ferron
Superintendent of Schools

Deborah St. Ives
Assistant Superintendent



Thomas R. Raab, Ed.D.
Business Manager

Joan Woodward
Director of Student Services

October 21, 2016

VIA ELECTRONIC MAIL AT: infoshinesunlight@gmail.com

Dear Mr. Teixeira:

On October 15, 2016, this office received a request from you for certain records under Massachusetts Public Records law. As the Keeper of the Records for the Hanover Public School District, I am responding to your request. In your correspondence, you request the following records:

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 District, in good faith, estimates the following costs associated with the searching, segregating, photocopying, individual review and redaction of each record, and refileing of such written communications to be a total cost of \$254.70. The breakdown is as follows: 10 hours at \$25.47 based on the lowest hourly wage of those capable of performing the work. This work will require additional review by district counsel that will not be included in the cost.

Please note that these figures are estimates, the actual cost may increase if the time estimated above increases once the work has commenced. We will begin gathering documents responsive to your request upon receipt of your check for \$254.70 for the estimated fees.

Sincerely,

A handwritten signature in black ink that reads "Matthew A. Ferron". The signature is fluid and cursive, with the first name being the most prominent.

Matthew A. Ferron
Superintendent of Schools