



LINCOLN PUBLIC SCHOOLS

BALLFIELD ROAD
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bmcfall@lincnet.org

Rebecca E. McFall, Ed.D.
Superintendent of Schools

October 24, 2016

Jorge Manuel Texeira
infoshinesunlight@gmail.com

Dear Mr. Texeira,

Re: Public Records Request

I am in receipt of your request under the Massachusetts Public Records law for records pertaining to:

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 Lincoln Public Schools will provide you with redacted versions of all settlement agreements in the District's possession, custody, and control dating from January 2011 to October 2016, upon payment of a reasonable fee (as estimated below).

The district requests that you pay a reasonable reproduction fee of \$83.87. This fee includes 37 pages of photocopies at five cents per page (\$1.85), plus three hours of staff time spent searching, segregating, and redacting the records (\$82.02), based on an hourly rate of \$27.34. Checks can be made payable to the Lincoln Public Schools and mailed to the attention of:

Mary Emmons, Administrator for Student Services
Lincoln Public Schools
Ballfield Road
Lincoln, MA 01773

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. Along with the fee, please provide a mailing address to which the District may send the requested records.

You may appeal this decision in writing within (90) days to the Supervisor of Public Records at the Office of the Secretary, One Ashburton Place, Room 1719, Boston, MA 02108.

Sincerely,

A handwritten signature in cursive script that reads "Rebecca McFall".

Rebecca McFall, Ed.D.
Superintendent