



MEDFIELD PUBLIC SCHOOLS

Office of the Superintendent
459 Main Street - 3rd Floor
Medfield, Massachusetts 02052

Jeffrey J. Marsden, Ed.D
Superintendent
jmarsden@email.medfield.net
(508) 359-2302

October 25, 2016

Jorge Teixeira
68 Priest Street
Hudson, MA 01749

RE: October 16, 2016 Public Record Request

Dear Mr. Teixeira:

I am in receipt of your email request for records dated October 16, 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 reviewed, 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 22 photocopies to be made at a total cost of \$1.10.
2. In accordance with M.G.L. c. 66, § 10 and 950 CMR 32.06 (1)(c), you will be charged a prorated fee of \$24.34 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 2.25 hours of search and segregation time at a total cost of \$54.76

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 \$55.86. Please contact my office at your earliest convenience to confirm your request and to provide us with a check in this amount made payable to Medfield Public Schools, 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,

A handwritten signature in black ink, appearing to be 'JM', written over a horizontal line.

Jeffrey J. Marsden
Superintendent