



The Northbridge Public Schools

Town of Northbridge

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Dr. Catherine Stickney, Superintendent
Kathleen Perry, Director of Pupil Personnel Services

Amy McKinstry, Director of Curriculum
Melissa Walker, Business Manager

RESPONSE CONVEYED VIA EMAIL

October 26, 2016

Mr. Jorge Teixeira
68 Priest St.
Hudson, MA 01749

Re: Public Record Request DATED October 16, 2016

Mr. Teixiera:

I am in receipt of your request for records which was emailed to me on October 16, 2016. In your generic attached letter, you are requesting the following documents:

Settlement agreements entered into by the 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 .05 cents per page for photocopies of public records. The District estimates your request to require fifty (50) photocopies to be made a total cost of \$2.50.
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 \$26.44 per hour for search and segregation time associated with all request 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 three hours of search and segregation time at a total cost of \$79.32.

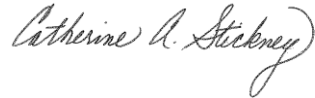
Based on the estimated fees contained in paragraphs 1 and 2 above, the total estimated charge you will be assessed for copies of the records which you requested is \$81.82. Please contact my office at your earliest convenience to confirm your request and to provide us with a check in this amount made payable to *Northbridge Public Schools*.

Excellence - Accountability - Collaboration: "Every Student, Every Classroom, Every Day"

It is the policy of the Northbridge Public Schools not to discriminate on the basis of race, color, gender, religion, national origin, sexual orientation, gender identity, disability, age, or homelessness in its educational programs, services, activities, or employment.

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 cursive script that reads "Catherine A. Stickney".

Dr. Catherine A. Stickney
Superintendent of Schools

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