



SUPERINTENDENT'S OFFICE

440 East 100 South
Salt Lake City, Utah 84111

p 801.578.8351
f 801.578.8685

February 19, 2016

J. Michael Clára
974 South 1400 West
Salt Lake City, Utah
E-mail: donMiguelSLC@gmail.com; michael.clara@slcschools.org

Re: GRAMA Request to Salt Lake City School District Dated 2/04/2016

Dear Mr. Clára:

On February 4, 2016, the Salt Lake City School District ("District") received your GRAMA request for the following information:

1. "copies of all records in reference to, or regarding the decision to cancel the Clayton Middle School ELP Bus,"
2. "copies of all emails sent/received by Ms. Barbra [sic] Kuehl, Chief Academic Officer/Janet Roberts/Jane Larson/Paul Shult [sic]/McKell Withers; for the time period of July 1, 2015, to the present, in reference to the Middle School ELP Programs...I am requesting copies of emails that any of the individuals listed sent or received to anyone else on the subject matter and time frame indicated,"
3. "copies of any and all documentation that would answer the outstanding questions [],
 1. What problem are you trying to solve?
 2. What are the multiple factors that went into this decision?
 3. What are the current transportation practices?
 4. What is inequitable about them now?
 5. What policy are you trying to get more in line with?
 6. What District transportation guidelines are you referring to?
 7. Who was the the [sic] ELP meeting that you reference?;" and
4. "a copy of the 2015 and 2014, A-1 Reports submitted to the Utah State Office of Education (USOE)."

For clarification purposes, the questions listed in item number three (3) are duplicative of questions asked of Ms. Kuehl in an email from you dated February 2, 2016. Based on on-going communications between you and Ms. Kuehl, you are already in receipt of an email from Ms. Kuehl dated February 5, 2016, in which she responded to these questions.

As outlined in Board Policy C-7, Records Access and Management, and its accompanying administrative procedures, the District charges a rate of \$0.20/copy, and \$45.00/hour for time spent completing GRAMA requests over the initial one-half (1/2) hour. In fulfilling your request, a conservative estimate of the actual time the District's staff spent compiling the records responsive to your request was 2.5 hours. Accordingly, I have enclosed an invoice for \$110.60 for staff time and copying costs associated with the 103 public documents responsive to your request. If you would like to receive an electronic copy of these records, you may disregard the \$20.60 copying fee.

If you would like to pay by credit card, please call Karen Allbor at 801-578-8303. If you choose to pay by check, please make it payable to the Salt Lake City School District and send to the attention of:

Tina Hatch, Superintendent's Office
Salt Lake City School District
440 East 100 South, Room 118
Salt Lake City, Utah 84111

Upon payment of this invoice you will be mailed information responsive to the remaining items in your request.

Pursuant to Board Policy C-7, Records Access and Management, and its corresponding administrative procedures, you have a right to appeal this decision to the District's chief administrative officer, Janet Roberts. Any such appeal must be filed within thirty (30) days from the date of this letter. An appeal must be initiated by filing a Notice of Appeal, and include the appellant's name, mailing address, daytime telephone number and the requested relief. Additional information such as a statement of facts, the basis for appeal, and any supporting legal authority may also be included in your appeal.

Please contact me if you have any questions regarding this response.

Sincerely,



Kristina L. Kindl
Director, Policy & Legal Services
Salt Lake City School District

cc: McKell Withers, Superintendent



**SALT LAKE CITY
SCHOOL DISTRICT**
Your Best Choice

Superintendent's Office
440 East 100 South, Room 118
Salt Lake City, UT 84111

INVOICE

INVOICE #: GRAMA Request 2/4/2016

DATE: 2/19/2016

BILL TO Michael Clara
974 South 1400 West
Salt Lake City, UT 84104

PAYMENT TERMS

Due upon receipt

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
2.5	Running report and review of information for request (at \$45.00 per hour)	\$45.00	\$112.50
-0.5	--less 1/2 hour allowed in policy	\$45.00	-\$22.50
103	copies	\$0.20	20.60
TOTAL			\$110.60

For questions, please call Tina Hatch at 801-578-8351.

TOTAL **\$110.60**

REMITTANCE



**SALT LAKE CITY
SCHOOL DISTRICT**
Your Best Choice

Accounts Receivable
440 East 100 South
Salt Lake City, UT 84111

CUSTOMER	Michael Clara
INVOICE #	GRAMA Request 2/4/2016
INVOICE DATE	DATE: 2/19/2016
AMOUNT DUE	\$110.60
AMOUNT ENCLOSED	<input type="text"/>

Please make checks payable to **Salt Lake City School District** and include this portion with your payment.
If you would like to pay via credit card, please contact Karen Allbor at 801-578-8303.