



March 18, 2013

Kevin Skelly, Superintendent
Palo Alto Unified School District
25 Churchill Ave.
Palo Alto, CA 94301

Re: Public Records Act Request

Dear Kevin:

Pursuant to the California Public Records Act, the Palo Alto Weekly respectfully requests copies of the following records in possession of the Palo Alto Unified School District or its attorneys:

1. All documents provided to the U.S. Department of Education Office for Civil Rights (OCR) by the District (or its attorneys) pertaining to case numbers 09-11-1337 and 09-12-1428.
2. All communications or other written documents, including emails, related to the OCR complaint, investigation, Resolution Agreement, written findings and/or report in OCR case numbers 09-11-1337 and 09-12-1428 to or from Holly Wade. This request specifically does not include communications with the complainants.
3. All reports, findings, or decisions prepared by school site or district personnel pursuant to procedures set forth in PAUSD's BP 5145.3 and AR 5145.7, including all the required reports made to the Superintendent or his designee pursuant to these policies, made between January 1, 2011 and today's date.
4. The log of complaints maintained by the district's compliance officer pursuant to the Uniform Complaint Procedure (AR 1312.3) showing all complaints made between January 1, 2011 and today's date.
5. All e-mails or other written communications sent to or from the Duveneck Elementary School principal, containing the words "bully," "bullying," "bullied," "harass," "harassing," or "harassment" between January 1, 2011 and today's date.
6. All e-mails or other written communications sent to or from the three middle school principals containing the words "bully," "bullying," "bullied," "harass," "harassing," or "harassment" between January 1, 2011 and today's date.
7. Calendars of Kevin Skelly, Charles Young and Holly Wade for April 30, 2012.

Some of the above requests overlap or were covered by the CPRA request we made back in September, 2012 asking for emails and other documents regarding bullying. The District (through Brenda Carrillo) advised us on February 26, 2013 that all documents responsive to that request had been provided. In light of our having obtained from other sources items that should have been provided under that request but were not, we respectfully submit this updated request in hopes that a more complete disclosure of these documents is made, along with some additional items.

To the extent that any of the requested documents contain references that might make possible the identification of any student, teacher or other person, please redact those references to protect the privacy of those individuals.

I would like to remind you that any documents that are responsive to our request but that the District is not providing must be identified and the reason for withholding them (the specific legal exception in the CPRA) cited. Absent that, we will assume that there are no documents that are not being provided.

If we can provide any clarification that will help expedite your attention to our request or clarify it, please contact me at (650) 326-8210.

Please treat each request for documents as a separate and discrete request, so that any delay in researching or providing one request does not delay the production of another request.

Thank you for your assistance.

Respectfully,

A handwritten signature in black ink, appearing to read 'William S. Johnson', written in a cursive style.

William S. Johnson
Publisher