



**Edmonds**  
**SCHOOL DISTRICT**

Each student learning, every day!

## Business and Finance

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Lydia Sellie, CPA  
Executive Director

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Serving the communities and students of Brier, Edmonds, Lynnwood, Mountlake Terrace, Woodway, and portions of Snohomish County

October 5, 2021

Nicholas Day

Via email to: [daynick456@gmail.com](mailto:daynick456@gmail.com)

Re: Response to Public Records Request, File No. 21-68

Dear Mr. Day:

This letter acknowledges receipt of your request for public records in your email dated October 1, 2021, seeking the following, which we numbered for easier reference:

Item 1: “...please provide me with the names of any staff from your school district that have been placed on administrative leave during the past 10 years.”

Item 2: “Also, may you please provide me with the date that your school district became a member of the Washington School Risk Management Pool.”

**District response:**

Item 1: Please clarify if your request is for “paid” or “unpaid” administrative leave, or both. The District currently estimates providing you with the first installment of records within 21 days of receipt of your clarification. The time required to respond to your request is based upon the need to locate and assemble the requested information, to notify third persons affected by your request, if any, and/or to determine whether any of the requested information is exempt from public disclosure. If this estimate needs to be revised, we will let you know.

Item 2: Edmonds School District became a member of the Washington School Risk Management Pool on September 1, 1993.

Sincerely,

DocuSigned by:  
  
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Lydia Sellie, CPA  
Executive Director, Business and Finance  
Public Records Officer