



**Menands Union Free School District**  
19 Wards Lane, Menands, NY 12204 | 518-465-4561 | [www.menands.org](http://www.menands.org)

March 7, 2023

Jackson Parker  
MuckRock  
263 Huntington Ave  
Boston, MA 02115

**Re: Written Acknowledgement of Receipt of FOIL Request**

Dear Mr. Parker:

This letter is an acknowledgement of your request for records pursuant to the Freedom of Information Law ("FOIL") received by the District on March 7, 2023. 142284-89222563

Please be advised, the District is currently investigating whether the requested records exist and/or are accessible under FOIL. We anticipate providing you with a response on or before April 5, 2023. If such records exist and/or are accessible under FOIL, you will be advised as to the payment of fees.

Very truly yours,

Jeanne Mentiply

Records Access Officer