

11/14/2022

Subject: Washington Public Records Act Request: RICHLAND SCHOOL DISTRICT - Joint Legislative Audit and Review Committee (JLARC) FINAL SUBMISSION, drafts, notes, worksheets, communications, estimates, and working documents for years 2019 - 2021

RICHLAND SCHOOL DISTRICT - Joint Legislative Audit and Review Committee (JLARC) FINAL SUBMISSION, drafts, notes, worksheets, communications, estimates, and working documents for years 2019 - 2021

Via email: [galt.pettett@rsd.edu](mailto:galt.pettett@rsd.edu)

To whom it may concern,

Each state and local agency with at least \$100,000 of staff and legal costs associated with fulfilling public records requests in the preceding fiscal year is required to submit a report to the Joint Legislative Audit and Review Committee (JLARC). State and local agencies that spent less than \$100,000 may voluntarily submit reports (RCW 40.14.026(5)).

PUBLIC RECORDS REQUEST RCW 42.56

I request the following identifiable public records to be produced in the following order of production, newest to oldest by year:

1. Provide a complete copy of your agency Joint Legislative Audit and Review Committee (JLARC) report submitted by your agency to JLARC for the year 2021. Note: this identifiable record should be an exact copy of the answers submitted to the JLARC Public Records Request Reporting System.
2. Provide complete copies of any and all worksheets, drafts, estimates, notes, and emails related to the completion of your agency's final 2021 JLARC report and answers to the JLARC website questionnaire submitted for the year 2021.
3. Provide a complete copy of your agency Joint Legislative Audit and Review Committee (JLARC) report submitted by your agency to JLARC for the year 2020. Note: this identifiable record should be an exact copy of the answers submitted to the JLARC Public Records Request Reporting System.
4. Provide complete copies of any and all worksheets, drafts, estimates, notes, and emails related to the completion of your agency's final 2020 JLARC report and answers to the JLARC website questionnaire submitted for the year 2020.
5. Provide a complete copy of your agency Joint Legislative Audit and Review Committee (JLARC) report submitted by your agency to JLARC for the year 2019. Note: this identifiable record should be an exact copy of the answers submitted to the JLARC Public Records Request Reporting System.

6. Provide complete copies of any and all worksheets, drafts, estimates, notes, and emails related to the completion of your agency's final 2019 JLARC report and answers to the JLARC website questionnaire submitted for the year 2019.

#### RECORDS INSTALLMENTS

If production of responsive records will be completed in multiple installments, please begin by producing records in the numerical order requested by subject matter and year. The most recent public records should be produced first.

#### PRODUCTION AND DELIVERY OF ELECTRONIC RECORDS

The use of 3rd party "portals" (Such as GOVQA or NEXTREQUEST) for communication and production of records in response to a public records request is optional for the requestor in the State of Washington. Respectfully we decline to use any 3rd party "portal" system, specifically GOVQA and NEXTREQUEST. Please provide all records electronically via direct email attachment, or via no password, no registration internet cloud-based download link.

Please do not direct or invite us to use, register for, or communicate with your agency via any 3rd party portal including but not limited to FOIAOnline, GovQA, NextRequest, FOIAExpress, JustFOIA FOIADirect, WebForm, or any other commercial 3rd party records portal service.

Please provide all electronic records in their native electronic format. Please do not create new records by printing native electronic files then scanning and re-printing these newly scanned prints for electronic production.

#### FEES

In the event that there are fees, please inform us of the total charges in advance of fulfilling the request in strict compliance with all provisions of the Washington State Public Records Act.

#### EXEMPTION LOGS

Please ensure all redactions or exemptions claimed by your agency in the production of responsive records are accompanied by a complete and detailed exemption log noting the valid legal reason for each exemption at each redaction location in the record produced, as well as the specific number of pages if any that your agency redacts or withholds in their entirety. Each redaction should be noted by footnote or by a clear reference to the specific justification for that redaction, and only the minimal exempt portion of any record may be withheld.

#### COMMERCIAL PURPOSE DECLARATION

The Washington State Public Records Act prohibits the disclosure of "lists of individuals" for a commercial purpose (RCW 42.56.070(8)). I declare this public records request is not being made for any commercial purpose

whatsoever. Also, this public records request is not being made for a "list of individuals." This declaration satisfies all requirements of RCW 42.56 regarding prohibitions on lists and commercial purposes. No additional commercial purpose declaration will be completed for this public records request.

The requested documents will be made available to the general public.

Thank you in advance for your anticipated cooperation in this matter. We look forward to receiving your response to this request within 5 business days, as the statute requires."