



1601 Avenue D ♦ Snohomish WA 98290
www.sno.wednet.edu ♦ 360-563-7280

Board of Directors:

Jay Hagen
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Brandy Hekker
Josh Seek

October 19, 2021

Snohomish County Public Defender Association
Attn: Peggy Steffener
2722 Colby Avenue, Ste. 200
Everett, WA 98201

Dear Ms. Steffener,

This letter is to acknowledge that on October 15, 2021, Snohomish School District received a Request for Documents in which you requested the following information:

1) A copy of [REDACTED] complete education records to include IEPs, progress notes, transcripts, mental health and discipline records.

District Response: Included are the special education records that the District has on file for [REDACTED], student information report (which includes discipline records), attendance report and transcript.

Pursuant to RCW 42.56.120 you are allowed to come in and inspect the records at no cost or Snohomish School District can charge .15 cents per page for hard copies, .10 per page scanned, or .5 cents for 4 files/or attachments, and a charge for the data storage device. The responsive documents are being sent in electronic format. Since the cost is negligible for the electronic copies I can forward these to you at no costs. This completes the records request.

Sincerely,
Kim Radek
Executive Assistant
to the Superintendent