

July 18, 2022

Public Records Officer  
Lake Washington School District  
P.O. Box 97039, Redmond, WA 98073

**RE: PUBLIC RECORDS REQUEST DATED 11-03-2021  
CONSTRUCTIVE AND ACTUAL NOTICE OF SILENT WITHOLDING OF PUBLIC RECORDS**

Hello,

This Original public records request was made on 11-03-2021 as per RCW 42.56.

The District did not promptly respond to the request within 5 business days as required by RCW 42.56.520(1).

The District did respond on 11-11-2021 via email by sending an "open letter" stating the following:

"November 11, 2021

MuckRock News  
DEPT MR 120936  
411A Highland Ave  
Somerville, MA 02144-2516  
[120936-33197324@requests.muckrock.com](mailto:120936-33197324@requests.muckrock.com)

Dear MuckRock News,

This letter confirms that the District has received your request on November 5, 2021. Pursuant to RCW 42.56.040(1)(c) et seq., I acknowledge your request. This letter serves as the response required by the Public Records Act, RCW 42.56.520. Please note that COVID-19 has resulted in District closures and employee work restrictions, which have affected public records response dates and response date estimates. See Governor Inslee's March 24, 2020 Proclamation 20-28. The District continues to process requests with the fullest service possible under the present public health circumstances. You are requesting the following:

*I request a complete electronic copy of all Public Records Requests received by the Lake Washington School District and a complete electronic copy of the District's Responses to these Public Records Requests for the time period January 1, 2010 through November 4, 2021*

### Copies of Records

*The District has determined that calculating the actual costs of providing records in response to requests would be unduly burdensome because it would deprive its students of essential educational resources which support the District's mission. The District, therefore, is using the statutory default fees for providing copies of records, which are as follows:*

- 15 cents per paper page
- 10 cents a page scanned into electronic format
- 5 cents for 4 files or attachments and provided by electronic delivery
- 10 cents for a gigabyte of electronic records transmission
- The actual costs of storage media, container, envelop, postage, research and delivery charges can be combined if more than one type of charge applies

At this time, due to the amount of information in the request, the District estimates that it will be able to produce these documents by July 15, 2022.

If you have any questions or concerns, please contact me at 425-936-1110 or via e-mail at [meffertz@lwsd.org](mailto:meffertz@lwsd.org).

Sincerely,

Mason Effertz  
Records Manager  
Lake Washington School District"

On 03-15-22 we sent the District the following email:

"VIA EMAIL 03-15-22

Subject: RE: Washington Public Records Act Request: Lake Washington School District – Request for a complete electronic copy of all Public Records Requests received by the District including District Responses for the years 2015 - 2021

Hello,

Please confirm based on your Letter of 11-11-2021 the District plans on producing ALL RESPONSIVE RECORDS for this public records request on or before July 15, 2022

Thank you."

The district did not respond to this communication.

No responsive records were produced.

On 04-01-22 we sent the District the following email:

“VIA EMAIL 04-01-22

Subject: RE: Washington Public Records Act Request: Lake Washington School District – Request for a complete electronic copy of all Public Records Requests received by the District including District Responses for the years 2015 - 2021

Hello,

Please confirm based on your Letter of 11-11-2021 the District plans on producing ALL RESPONSIVE RECORDS for this public records request on or before July 15, 2022.

Thank you.”

The district did not respond to this communication.

No responsive records were produced.

The District’s original stated production date for delivery of all responsive documents was 07-15-22.

That date has come and gone and no responsive documents have been produced. The District has repeatedly ignored the requestor’s requests for communication regarding this public records request.

Please immediately provide all requested public records electronically as per the original public records request as well as a complete privilege/exemption log identifying any withheld documents including a brief explanation for withholding or redacting a specific page or document as required by RCW 42.56.210(3).

Also immediately provide a description of what search has been conducted by the District to date to produce responsive records and comply with the Public Records Act.

The original requestor reserves the right to seek relief and damages under RCW 42.56.550 for the District’s willful silent withholding of public records as well as violations of RCW 42.56.520(1) and RCW 42.56.510 inclusive.

Thank you.