

**KDB-E  
PUBLIC RECORDS – PUBLIC'S RIGHT TO KNOW  
FORMS**

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**FORM**

**REQUEST FOR PUBLIC RECORDS  
ADAMS COUNTY SCHOOL DISTRICT 50**

This form will assist us in processing your public records request. Clearly defining the records, which are sought, is critical to a timely and accurate response. Thank you for your assistance.

**Person Requesting Records**

Name \_\_\_\_\_ Marilyn Flachman \_\_\_\_\_

Address \_\_\_\_\_  \_\_\_\_\_

Phone \_\_\_\_\_ \_\_\_\_\_

Firm you represent (if any) \_\_\_\_\_

When do you want these records? Friday, April 17, 2015, 3PM

Do you prefer to have copies of these records, or view them at our offices?  
(In some cases, viewing of our records may not be allowed, and photocopies may be provided instead.)

Copies or electronically

View at office

Please identify the documents that you wish to review. Please be as specific as possible, using a separate page if necessary.

\_\_\_\_\_ See Attachment A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUEST FOR PUBLIC RECORDS  
ADAMS COUNTY SCHOOL DISTRICT 50**

Check one:

I am only seeking records which are dated between Nov 2014 - 2015 School and \_\_\_\_\_

I am seeking all records described, regardless of date.

**Note:** Unless you specify otherwise, your request will be assumed to apply only to documents stored on paper or microfiche; generally, retrieval of documents stored electronically is significantly more expensive. See information below regarding electronic records.

Because we must comply with the Colorado Public Records Act, certain documents, such as those containing individual student or employee information, are confidential and we are not able to release them except to the one who is the subject of the record (or the parent/guardian of such a person) or in response to a subpoena. Requests for such records will be denied. If we deny access, you may request a written statement citing the law or regulation under which access is denied.

Also, if the records are "in active use, in storage or otherwise are not readily available" we will let you know that at the time of the request and give you an idea of when the documents can be provided.

By signing below, you represent that you are not a party to a lawsuit against the School District or one of its employees, and that you are not acting on behalf of such a party. (In such cases, the Colorado Rules of Civil Procedure, and not the Adams County School District 50 records policy, applies.)

Form completed by (please sign and print your name below)

Marilyn R. Flachman  
Printed Name

Marilyn R. Flachman  
Signature

April 12, 2015  
Date

Attachment A:

Request is for records that show all compensation information for "each" District 50 employee.

This request is not asking for the district to create any new records, but that I am entitled to inspect all records that do exist which contain compensation information.

Also, I am not seeking aggregate data, such as contained in the pie chart (recently received), but records pertaining to individual employees of the school district.

Please note: If you deny any portion, or all, of this request, please provide me with a written explanation of the reason(s) for your denial, including a citation to each specific statutory exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. If you conclude that portions of the records that I request are exempt from disclosure, please release the remained of such records for inspection and copying, redacting only the portion or portions that you claim are exempt.