Mr. William Sudderth  
Chief Communications Officer  
Durham Public Schools  
511 Cleveland St.  
Durham, NC 27702  

August 17, 2020  

Via email: William.sudderth@dpsnc.net  

RECORDS REQUEST  

Dear Mr. Sudderth:  

I am writing to request public records regarding Durham Public Schools (DPS) recently announced “learning centers.” Pursuant to the state Public Records Law, N.C. Gen. Stat. §132-1, I respectfully request access to and copies of all documents relating to the following:  

1) Staffing of the learning centers, including information about how staff for the learning centers have been selected, whether staff for the learning centers are current DPS employees, the current employment position and job title of any learning center staff who are employed by DPS in positions which are not part of the learning center programs, hiring procedures for any staff hired by DPS to work in the learning centers who are not current employees of DPS or who did not work for DPS during the 2019-2020 school year;  
2) Budgets for the learning centers, including without limitation, information relating to meals and snacks, electronic equipment, staff compensation, facilities and maintenance, cleaning, personal protective equipment, face masks, transportation expenses, student and staff materials such as paper products, physical education equipment and art supplies;  
3) Calculations of the cost for attendance at the learning centers and any materials justifying the costs of attendance at a learning center;  
4) Plans to establish and maintain social distancing guidelines as recommended or required by any government agency including the Centers for Disease Control, the North Carolina Department of Health and Human Services, the North Carolina Department of Public Instruction, the North Carolina State Board of Education, the North Carolina Division of Child Development and Early Education, or local government agencies;
5) Memoranda and written or electronic communications in any way connected to or referencing the reduced rate or discount for DPS employees;
6) Memoranda and written or electronic communications in any way connected to or referencing the reduced rate or discount for students in the free or reduced lunch program;
7) Memoranda and written or electronic communications in any way connected to or referencing the reduced rate or discount for students who are income eligible or on a “sliding scale”;
8) Memoranda or written or electronic communications in any way connected to or referencing the selection of sites for learning centers;
9) Press releases, applications, registration forms, frequently asked questions or “FAQ” materials, and drafts thereof.

I agree to pay any reasonable duplication fees for the processing of this request. Please provide a receipt indicating the charges for each document.

If my request is denied in whole or part, please justify all deletions by reference to specific exemptions of the Act. Also, please provide all segregable portions of otherwise exempt material.

Thank you for your assistance.

Sincerely,

Jeanette K. Doran
President and General Counsel