

Wendy DiFruscio

From: hfb4444@comcast.net
Sent: Friday, June 24, 2011 1:48 PM
To: Jim Kach; Jocelyn O'Quinn; Krista Butts; ann and Michael Lane; Ann Wright; Megan Turnbull
Subject: Fwd:
Attachments: SKMBT_C45211062411280.pdf

FYI

From: "Wendy DiFruscio" <wdifruscio@orcsd.org>
To: hfb4444@comcast.net, "Ann Wright" <ann_wright@comcast.net>, "Diane Gorrow" <gorrow@soulefirm.com>, "Howard Colter" <hcolter@orcsd.org>
Sent: Friday, June 24, 2011 11:39:31 AM
Subject: FW: Message from KMBT_C452

As requested. Thank you.

Wendy L. DiFruscio
Superintendent's Administrative Asst.
36 Coe Drive
Durham, NH 03824
868-5100 x20

The Right-to-Know-Law provides that most e-mail communications, to or from School District employees regarding the business of the School District, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure.

From: SAU-copy-1-km@orcsd.org [mailto:SAU-copy-1-km@orcsd.org]
Sent: Friday, June 24, 2011 12:29 PM
To: Wendy DiFruscio
Subject: Message from KMBT_C452

**Oyster River Cooperative School District
SAU #5, 36 Coe Dr, Durham NH 03824
(603) 868-5100, ext 20 orcsd@orcsd.org**

TO: Central Office, Facilities, Food Service, Transportation staffs
and Principals

FROM: Howard Colter, Superintendent

DATE: July 31, 2007

RE: Requests for copies of information by members of the public

As we are receiving more requests for copies of information, I now ask you to follow the below practice for assessing a reimbursement fee. This will be effective August 1, 2007.

Per subject matter* or topic* whether requested at one time or over several days:

Nine pages or under – no cost

Ten pages or over - .08 cents per page (for the total number of copies requested)

The .08 per page is for black & white paper copies or for pdf copies to be transmitted electronically.**

When a request for information is made, please inform the requestor of this fee assessment and suggest payment at time of pickup. Checks can be made payable to "Oyster River School District." Prepare an invoice in duplicate; give one copy to the requestor; the other copy would go to the accounts supervisor (along with payment).

For your use, attached is a draft invoice.

*If unsure, check with your immediate supervisor to determine if requests over several days are to be considered as part of one subject matter or topic.

**When transferring a Word or Excel document from your file to someone with capabilities to open your attachment, no cost will be assessed.