

# Submit a California Public Records Act Request to Carmel USD

The Carmel Unified School District (CUSD) is committed to transparency and providing easy access to public records pursuant to the California Public Records Act (CPRA). The California Public Records Act gives the public the right to access records created and maintained by public agencies in the course of their normal business.

Pursuant to Government Code Section 6252(e), a public record is defined as "any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics." Public records requests may be used to obtain "records," which include a wide variety of documents and other materials (including print, photographic, and electronic formats) that were created or obtained by the organization and are, at the time the request is filed, in the organization's possession and control.

Records subject to disclosure under the CPRA may include email or other communications from members of the public or which reference them. While the District reviews all responsive records to determine if this information should be disclosed, in many cases references to members of the public, or the content of their communications to the District are subject to disclosure. Permissible exemptions from disclosure include documents that invade an individual's right to privacy (e.g., privacy in certain personnel, medical, or student records) or hinder the government's need to perform its assigned functions in a reasonably efficient manner (e.g., maintaining confidentiality of investigative records, official information, records related to pending litigation, and preliminary notes or memoranda).

Name of requestor: \*

First and last name

Base Ball

Email of requestor: (Responses will be provided to this email address) \*

[REDACTED]

Mailing address of requestor:

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Your request: (To enable staff to respond to your request as efficiently as possible, please include: The date range for the records requested; the department that holds the records (if known); and the types of records, including any important keywords. Please do not include any confidential information.) \*

This is a CPRA requesting information regarding the build out of Carmel High School's two baseball batting cages.

- Please provide the years the batting cages were constructed.
  - Please provide the names of the general contractors and the total costs of each of the batting cages.
  - Please provide the documentation for the CEQA process, this should include but not be limited to:
    - o Copy of the School Board Resolution agreeing to build the batting cages
    - o Copy of the Notice of Exemption
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This form was created inside of Carmel Unified School District.

Google Forms