



April 4, 2013

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SPENCER CO. BOARD OF EDUCATION

Chuck Adams
Spencer County Schools
207 W. Main St.
Taylorsville, KY 40071-3259

RE: Request Pursuant to Kentucky Open Records Act,
Kentucky Revised Statute (KRS) § 61.870, *et seq.*

Dear Superintendent Adams,

On behalf of the ACLU OF KENTUCKY, I write pursuant to Kentucky's Open Records Act, KRS 61.870, *et seq.*, to request the opportunity to inspect and copy certain public records that are "prepared, owned, used, in the possession of or retained by" the Spencer County Schools Public School District ("the District"). KRS § 61.870(2).

Specifically, this request seeks copies of public records relating to the manner in which outside organizations, including the Gideons International, are permitted, if at all, to enter the District's facilities for the purpose of distributing literature to public school students during school hours. This request includes, but is not limited to, the following public records:

- 1) all policies and procedures regarding how outside individuals and/or organizations may seek access to the District's facilities, classrooms, and students during school hours for the purpose of distributing literature or other printed materials (whether religious or otherwise), as well as any criteria by which the District approves or denies any such requests;
- 2) all policies and procedures regulating the content of literature that may be distributed to the District's students by outside individuals and/or organizations during school hours;
- 3) all books, papers, documents (whether stored electronically or otherwise) regarding the distribution of Bibles by members of the Gideons or any other religiously-affiliated organization to the District's students during school hours;

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DEREK SELZNICK, REPRODUCTIVE FREEDOM PROJECT DIRECTOR | WILLIAM E. SHARP, STAFF ATTORNEY

AMERICAN CIVIL LIBERTIES UNION OF KENTUCKY

315 GUTHRIE STREET SUITE 300 LOUISVILLE, KY 40202-3820 | T 502-581-9746 | F 502-589-9687 | WWW.ACLU-KY.ORG

4) all employee training and/or educational materials notifying District employees of the policies identified in Requests 1-3 above;

5) all forms required to be filled out by outside individuals and/or organizations in order to obtain authorization to enter the District's facilities during school hours including, but not limited to: criminal background checks, non-discrimination declarations, etc.; and

6) copies of all such forms identified in Request 5 that were actually submitted by outside individuals and/or organizations during the 2012-13 school year.

You may comply with this request by delivering copies of the requested records to my office at the address listed below pursuant to KRS § 61.872(3). If you choose to withhold any documents responsive to this request, please note that KRS § 61.880(1) requires that you identify the specific Open Records exception "authorizing the withholding of the record and a brief explanation of how the exception applies to the record withheld" and that you notify me in writing within three (3) days of your receipt of this application.

Thank you in advance for your cooperation and attention to this matter, and I look forward to receiving your response.

Sincerely,



William E. Sharp, Staff Atty.
ACLU OF KENTUCKY
315 Guthrie Street, Suite 300
Louisville, KY 40202