



Jessica Szilagy
P.O. Box 717
Jesup, GA 31598

June 28, 2018

Records Clerk
Evans County Board of Education
613 West Main Street
Claxton, GA 30417

Dear Clerk of Records:

Under the **Georgia Open Records Act § 50.18.70 et seq.**, I am requesting an opportunity to inspect or obtain copies of public records that **pertain to the operations of the Evans County Board of Education**. Specifically, I would like:

1. The personnel file of Sharon Threatte.
2. Documentation that indicates how much each employee in the district office was paid for the 2017-18 school year, less reimbursements.
3. Documentation that indicates how much each employee in the district office will be paid for the 2018-19 school year, less reimbursements, based on the salary scheduled approved by the Board at the June meeting and/or workshop. Please include Sharon Threatte on this list (as it was approved by the Board) even though she is no longer employed by the BOE.
4. Any email correspondence between district office employees that discusses or mentions Sharon Threatte between the time period January 1, 2018 and June 27, 2018. (This should not be construed to include emails sent to or from Sharon Threatte - only those between other employees or Board members)
5. Any documentation, including email correspondence, that indicates an internal decision or a decision by the Board to change the pay and employment classification of Sharon Threatte between March 1, 2018 and June 27, 2018.
6. Any documentation, including email correspondence, that details a discussion or a decision to change the pay or employment classification of any employee in the district office between the time period of March 1, 2018 and June 27, 2018.

If there are any fees for searching for these records, please inform me if the cost will exceed \$ 25.00. I am also requesting that documents be provided electronically to avoid the cost of copies. In the event that documents are not available electronically, my request is to review the documents in person at the Evans County Board of Education district office.

The Georgia Open Records Act requires a response time within three business days. If access to the records I am requesting will take longer than three days, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

Jessica Szilagy

770.265.1404