



RICHARD RICHARDS  
(1916-1988)

GLENN R. WATSON  
(RETIRED)

HARRY L. GERSHON  
(1922-2007)

STEVEN L. DORSEY  
WILLIAM L. STRAUSS  
MITCHELL E. ABBOTT  
GREGORY W. STEPANIGICH  
ROCHELLE BROWNE  
QUINN M. BARROW  
CAROL W. LYNCH  
GREGORY M. KUNERT  
THOMAS M. JIMBO  
ROBERT C. CECCON  
STEVEN H. KAUFMANN  
KEVIN G. ENNIS  
ROBIN D. HARRIS  
MICHAEL ESTRADA  
LAURENCE S. WIENER  
STEVEN R. ORR  
B. TILDEN KIM  
SASKIA T. ASAMURA  
KAYSER O. SUME  
PETER M. THORSON  
JAMES L. MARKMAN  
CRAIG A. STEELE  
T. PETER PIERCE  
TERENCE R. BOGA  
LISA BOND  
JANET E. COLESON  
ROXANNE M. DIAZ  
JIM G. GRAYSON  
ROY A. CLARKE  
WILLIAM P. CURLEY III  
MICHAEL F. YOSHIBA  
REGINA N. DANNER  
PAULA GUTIERREZ BAEZA  
BRUCE W. GALLOWAY  
DIANA K. CHUANG  
PATRICK K. BOBKO  
NORMAN A. DUPONT  
DAVID M. SNOW  
LOLLY A. ENRIQUEZ  
KIRSTEN R. BOWMAN  
BILLY D. DUNSMORE  
AMY GREYSON  
DEBORAH R. HAKMAN  
D. CRAIG FOX  
SUSAN E. RUSNAK  
G. INDER KHALSA  
GINETTA L. GIOVINCO  
TRISHA ORTIZ  
CANDICE K. LEE  
DAVID G. ALDERSON  
MELISSA M. CROTHWAITE  
MARICELA E. MARROQUIN  
GENA M. STINNETT  
JENNIFER PETRUSIS  
STEVEN L. FLOWER  
CHRISTOPHER J. DIAZ  
DEBBIE Y. CHO  
GEOFFREY WARD  
ERIN L. POWERS  
TOUSSAINT S. BAILEY  
WHITNEY G. MCDONALD  
SERITA R. YOUNG  
VERONICA S. GUNDERSON  
SHIRI KLIMAT  
DIANA H. VARAT  
KATRINA C. GONZALES

OF COUNSEL  
MARK L. JAMKEN  
SAYRE WEAVER  
JIM R. KAPRIAK

LOS ANGELES OFFICE  
TELEPHONE 213.626.8484

SAN FRANCISCO OFFICE  
TELEPHONE 415.421.8484

June 23, 2009

Dr. Roberta Mahler, Ed. D.  
Interim Superintendent of Schools  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675

Re: Request for Public Records

Dear Dr. Mahler:

On behalf of the City of Mission Viejo, we are requesting copies of certain documents maintained by the Capistrano Unified School District pursuant to the Public Records Act, Government Code §§ 6250 et seq. Please provide all public records pertaining to the following:

1. Any and all documents, including, but not limited to, policies, studies, surveys, reports, evaluations, analyses, memoranda, charts, graphs, drawings, maps, plans, resolutions, notices, communications, correspondence and e-mails relating to or containing information regarding the factors, guidelines, demographic data, options, and recommendations considered in developing and establishing school attendance boundaries for each elementary, middle, and high school within the District.
2. Any and all documents, including, but not limited to, policies, studies, surveys, reports, evaluations, analyses, memoranda, charts, graphs, drawings, maps, plans, resolutions, notices, communications, correspondence and e-mails relating to or containing information regarding inter- and intra-District school transfers and inter-district attendance agreements.
3. Any and all writings, including, but not limited to, policies, studies, reports, evaluations, analyses, memoranda, communications, contracts, agreements, correspondence and e-mails discussing or containing information regarding the proposed partnership agreement with Saddleback Valley Unified School District for transportation services.

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4. Any and all writings, including, but not limited to, policies, studies, surveys, reports, evaluations, analyses, memoranda, charts, graphs, drawings, maps, plans, resolutions, notices, bulletins, communications, correspondence and e-mails identifying or containing information regarding the demographic data of students who attended and will attend Barcelona Hills Elementary School, Bathgate Elementary School, Castille Elementary School, Carl Hankey School, Philip Reilly Elementary School, Viejo Elementary School, Newhart Middle School, and Capistrano High School during school years 2007-2007, 2007-2008, 2008-2009, and 2009-2010.
5. Any and all documents, including, but not limited to, policies, studies, surveys, reports, evaluations, analyses, memoranda, charts, graphs, drawings, maps, plans, resolutions, notices, bulletins, contracts, agreements, communications, correspondence and e-mails relating to or containing information regarding the powers, scope of authority, and duties of the District's Board and Superintendent of Schools.
6. Any and all writings, including, but not limited to, policies, reports, memoranda, charts, tables, notices, bulletins, communications, correspondence and emails relating to or containing information about the District's decisionmaking hierarchy and processes concerning the management of schools and administration of Board regulations.

Pursuant to Government Code § 6252(e), "public records" include any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by the District, including, but not limited to, "any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored."

Please notify me in writing within ten (10) days after receiving this request as to whether this request will be granted or denied. Should you withhold disclosure of any records requested, please provide an index that: (i) identifies each and every record withheld; (ii) states with specificity the statutory exemption claimed for each record and other reasons, if any, for withholding the record; (iii) explains how

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disclosure of that particular record would detrimentally affect the interest protected by such exemption; and (iv) identifies the name and title of the person responsible for the decision to deny the request.

In addition, please provide a written estimate of the duplication cost, if any, prior to reproducing the responsive records.

Thank you for your immediate attention to this matter. If you have any questions, please feel free to contact me at (714) 990-0901.

Very truly yours,

A handwritten signature in black ink that reads "William P. Curley III". The signature is written in a cursive style with a large, stylized "W" and "C".

William P. Curley III  
City Attorney  
City of Mission Viejo