



Wednesday, May 2, 2018

VIA FACSIMILE (575-234-3367 and 575-234-3393)

Carlsbad Municipal Schools
Carlsbad Board of Education
Attention: Custodian of Public Records
408 N. Canyon Street
Carlsbad, NM 88220

Carlsbad High School
Attention: Custodian of Public Records
3000 W. Church Street
Carlsbad, NM 88220

THIS LETTER IS A REQUEST FOR PUBLIC RECORDS AND INFORMATION UNDER THE INSPECTION OF PUBLIC RECORDS ACT (IPRA)

We wish to acquire a copy of all public records and information described in the below request items in their native format or a true and correct copy, wherever and however they are kept. If you and/or your agency does not maintain these public records, please let us know who does, and include the proper custodian’s name and contact information (if known).

ITEM	DESCRIPTION
1	For the period of January 1, 2018, to the present, all public records and information about gun control, gun violence, and/or firearm laws, the United States Constitution, the “Second Amendment”, the right to keep and bear arms, “gun rights”, the First Amendment, free speech, the right to assemble, the right to protest, and/or the right to petition, including record about protests, demonstrations, walkouts, memorials, public or private events, or other expressive conduct.
2	All public records and information that are, contain, or refer or relate to policies, procedures, and practices about student speech, expressive conduct (including protests, demonstrations, and walkouts), and disciplinary policies, procedures, and practices relating to same, that were in effect on May 2, 2018.

“Public records” means all documents, papers, letters, books, maps, tapes, photographs, recordings and other materials, regardless of physical form or characteristics, that are used, created, received, maintained or held by or on behalf of any public body and relate to public business, whether or not the records are required by law to be created or maintained. This request potentially requires the production of public records that exist or are maintained in electronic form, including but not limited to e-mails. And responsive records may include (but are not limited to) meeting agendas, notices, notes, telephone call logs, calendar entries, documents, and memoranda. Records are sometimes subject to document retention or destruction policies that require their automatic archival or deletion after a certain period of time; if any public records potentially responsive to this request are subject to such a policy, please prevent their archival or destruction until you can locate,

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review and provide us with copies. Please take all steps necessary to prevent the intentional or accidental destruction/loss of responsive records during the pendency of this request.

No request item is intended to be duplicative of any other request item; public records and information responsive to more than one request item need not be provided more than once. If a public record responsive to this request is available on the Web, please direct us to the Web address or location of the record and do not produce an additional copy to us.

Because these issues are a matter of great public concern, I request that you: (1) assist us in accessing responsive records and information; (2) consider providing the responsive records and information even if they may be subject to a discretionary exemption; and (3) provide the records and information on a rolling production or weekly basis if all of the public records and information responsive to this request will take more than thirty (30) days to fulfill.

In order to reduce impact to the environment and facilitate timely fulfillment of this request, I request that you produce responsive public records to us electronically by e-mail to bcombs@fpchq.org and correspond with us about this request at that same e-mail address. Should it be necessary, you may direct mail or shipments to my attention at 4212 N. Freeway Boulevard, Suite 6, Sacramento, California, 95834.

Though we respectfully request that you consider waiving any costs or fees, we are willing to pay for this request; if you estimate that the total cost to fulfill this request and find, copy, and deliver all responsive records and information will exceed \$250.00, please provide us with a cost estimate and the basis of those estimated costs. If necessary, we would be happy to pre-pay for copies of records; if pre-payment is required, please let us know how and where to make payment and provide a receipt indicating the charges for each document.

Please inform us immediately in writing if there is anything we must do or comply with in order to acquire the public records and information sought in this request.

Thank you for your time and assistance with this request.

Sincerely,



Brandon Combs
President, Firearms Policy Coalition
Chairman, Firearms Policy Foundation