FROM	[OSBA Staff]
TO	Robert Samuel White
DATE	November 6, 2026, 10:48 AM PT
SUBJECT	**Public Records Request**

Good morning Robert Samuel White,

In accordance with ORS 192.324, this email is to acknowledge OSBA's receipt of your public records request made on Nov. 2, 2026, for the request as defined in the memorandum from Robert Samuel White, to Oregon School Boards Association, dated October 31, 2026, subject line: Public records request under ORS 192.314. Your records request has been sent to the appropriate department for review and processing. At this time, OSBA can confirm that it is the custodian of some of the requested records.

Oregon law allows public bodies to establish fees reasonably calculated to reimburse OSBA for its actual cost of making public records available. ORS 192.324(4). To process your request, OSBA requires that you pay the estimated fee shown below. If the actual cost of processing your request is less than the prepayment, any overpayment will be refunded to you. If the actual cost of processing your request is more than the prepayment, you will be required to pay the difference before records will be provided to you. If prepayment is not received within 60 days of the date of this letter, OSBA will close your public records request.

Professional time: $214.16 (Search and location of potentially responsive records (email, Teams, text, voicemail, attachments; multi-year date range; multiple accounts/locations) 2 hours at $107.08 per hour)

Clerical time: $62.14 (Administrative support for compilation, redaction, and export 1 hour at $62.14 per hour)

Total due: $276.30.

You may pay the prepayment estimate by transmitting a check to OSBA at the following address:

Oregon School Boards Association

Attn: [OSBA Staff]

1201 Court ST NE STE 400

Salem, OR 97301

Once OSBA has received your prepayment, it will begin processing your public records request.

Sincerely,

[agency logo]<https://www.osba.org/>

[OSBA Staff]

Senior Executive Assistant and Board Liaison

Oregon School Boards Association

[phone] | [email] | osba.org<https://www.osba.org/>