

# FREEDOM FROM RELIGION *foundation*

P.O. BOX 750 · MADISON, WI 53701 · (608) 256-8900 · WWW.FFRF.ORG

March 1, 2016

**SENT VIA EMAIL & U.S. MAIL**

**bmason@bousd.us**

Dr. Brad Mason  
Superintendent  
Brea Olinda Unified School District  
1 Civic Center Circle, Level II  
Brea, CA 92821

Re: Open Records Request

Dear Dr. Mason:

Pursuant to California Public Records Act § 6253, I request a copy of the following:

1. Any and all applications and contracts between Brea Olinda School District ("District") and any other entity for use of District facilities for Club Monarch.
2. A copy of any receipts or payment histories verifying rental payment by the entity in charge of Club Monarch.
3. Any policy and/or rental rate schedule for use of District facilities.
4. All communications, including emails, to or from District staff regarding Club Monarch.

I request a response "promptly," as required by the California Public Records Act. If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If your agency does not maintain these public records, please let me know the proper custodians of these records. Please provide their names and addresses.

Any electronic records (preferred) can be emailed to [mziegler@ffrf.org](mailto:mziegler@ffrf.org), as can any questions that will expedite your attention to this request. Thank you for your time and attention to this matter.

Sincerely,



Madeline Ziegler, Esq.  
*Cornelius Vanderbroek Legal Fellow*  
*Freedom From Religion Foundation*