
From: Staton, Jennifer A
Sent: Thursday, December 19, 2019 2:04 PM
To: Smolcic Larson, Lucas
Subject: Freedom of Information Act (FOIA) Request Form
Attachments: 19.12.16 Moss Appointments-Redacted.pdf

Mr. Larson:

Attached please find the archived calendar entries for former Superintendent Moss covering the dates specified in your FOIA request. The BCSD has redacted information of a personal nature where the public disclosure of such constitutes an unreasonable invasion of personal privacy pursuant to S.C. Code Ann. 30-4-40(a)(2). These redactions include meetings with parents of individual students, meetings with district staff regarding confidential personnel matters, meetings involving confidential legal matters, the superintendent's approval of sick leave or annual leave for district staff under his supervision, and the superintendent's leave for personal matters.

As you review these calendar entries, there are a number of factors to keep in mind:

- A district superintendent's schedule is dynamic, and an archived calendar may not record all activities and meetings.
- If a meeting was scheduled but later canceled, the original scheduling of that meeting is retained in the archive even though the meeting did not actually occur.
- If a person requests a meeting that is scheduled, but that person chooses not to attend the meeting, its original scheduling is retained in the archive even though the meeting did not actually occur.
- If a person sends you an electronic meeting invitation that you do not accept, that invitation is retained in the archive.

Because Dr. Moss' mailbox has not existed for nearly a year and a half, it may be difficult or impossible for school district technicians to troubleshoot any inconsistencies. In addition, the district's previous archiving system was replaced in July 2018, and district technicians cannot access the previous system's diagnostic functions.

Technology was able to work with an outside vendor to cut down on the duplicated entries on Dr. Moss's calendar. Because of this, your request took 3.5 hours and we will be sending you a refund of \$260.58. Please feel free to contact us if you have any questions about our response to your FOIA request.

Jennifer Staton, MS, CSP
Risk Manager
Beaufort County School District
843-322-2355 | Fax: 843-322-2389

From: JotForm <noreply@jotform.com>
Sent: Monday, October 7, 2019 11:25 AM
To: Foster, James H <James.Foster@beaufort.k12.sc.us>; Staton, Jennifer A <Jennifer.Staton@beaufort.k12.sc.us>
Subject: Re: Freedom of Information Act (FOIA) Request Form

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Freedom of Information Act (FOIA) Request Form

Enter your email address below to receive a confirmation email when you submit your data: (Optional)

llarson@islandpacket.com

Name: Lucas Larson

Organization (if applicable): The Island Packet

Address: Street Address: 10 Buck Island Road
City: Bluffton
State: South Carolina
Zip Code: 29910
Country: United States

Home Phone Number: (814) 5999045

E-mail Address: llarson@islandpacket.com

Public Records

Hello,
Requested (Description of Documents or Information Requested): Pursuant to the South Carolina Freedom of Information Act, I hereby request the following records:
An electronic copy of former Beaufort County School District Superintendent Jeff Moss' professional calendar that reflects scheduled meetings, calls, conferences and events from July 1, 2013 - July 31, 2018. A sample of the record I am requesting was provided responsive to a FOIA request by Island Packet Reporter Maggie Angst on July 9, 2018
(<https://beaufortschools.ss10.sharpschool.com/common/pages/DisplayFile.aspx?itemId=15412072>).

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in itemized format in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 10 business days, as the statute requires.

Sincerely,

Lucas Smolic Larson
Projects Reporter
The Island Packet

You can [edit this submission](#) and [view all your submissions](#) easily.