



PEABODY PUBLIC SCHOOLS

27 Lowell Street, Peabody, Massachusetts 01960

Telephone: 978.536.6500

Dr. Josh Vadala
Superintendent of Schools

Dr. Kelly Chase
Assistant Superintendent

Dr. Mark Higgins
Assistant Superintendent

September 25, 2026

Joey Ford
Parent Data Force

Dear Mr. Ford,

The Peabody Public Schools is in receipt of your public records request dated September 22, 2026.

We are happy to fill this public request for you.

Please note the following costs associated with the production of these records:

1. an hourly labor charge for number of hours required from our lowest paid employee with the skill required to perform the work (the first 2 hours will not be charged)

Please see attached an invoice for the fees associated with filling your public records request.

Our work on the request will begin as soon as we are in receipt of the funds.

If you have any questions, please contact me at the phone number above.

Thank you,

Lily Bettencourt
Central Office Operations Assistant/RAO

INVOICE

Peabody Public Schools
Office of the Superintendent

27 Lowell St.
Peabody, MA 02151

INVOICE
DATE: SEPTEMBER 25, 2026

To Joey Ford
Parent Data Force

CONTACT	JOB	PAYMENT TERMS	DUE DATE
Lily Bettencourt	Records Access Officer	Due on receipt	Due on receipt

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
14 hours	For public records request received on September 22, 2026 Per hour labor cost for search/segregation/redaction/ compilation/production as calculated by the hourly rate of the lowest paid employee with the skill required to perform the work (first 2 hours of labor are at no charge)	\$25.00	\$ 300.00
TOTAL DUE			\$ 300.00

Kindly make all checks payable to Peabody Public Schools