

September 25, 2021

VIA E-MAIL ([REDACTED]) AND HAND DELIVERY

Callie Oettinger
[REDACTED]

Dear Ms. Oettinger:

We are informed that you are in possession of records containing sensitive, non-public information that were mistakenly and inadvertently released by Fairfax County Public Schools (FCPS), in response to a request submitted under the Virginia Freedom of Information Act (VFOIA). Upon discovery of the error, FCPS promptly notified the requester of the error and requested that she return the records. FCPS has since undertaken numerous steps in a concerted effort to secure the return of those records and prevent their further dissemination. From the post that you made yesterday, September 24, 2021, on specialeducationaction.com, it appears that you are in possession of those records, and that you recognize that the documents contain information whose disclosure would "breach[] the privacy of students, parents, and FCPS staff." We ask that you cooperate with FCPS' efforts to protect the privacy of these third parties.

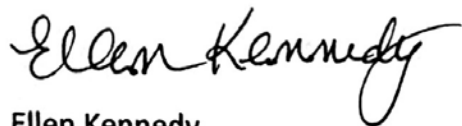
To that end, we request that you do the following:

1. Immediately remove the records from your specialeducationaction.com posting and any other internet locations where they have been posted.
2. Refrain from disseminating the records by any means including, but not limited to, e-mail, social media, and internet postings.
3. Contact me by return email by no later than Sunday, September 24 at Noon to make arrangements to return (or destroy) the records.
4. If you have shared all or any portion of these records with a third party, provide the name and contact information for those individuals.

As noted from the deadline above, this is a serious matter that requires immediate action. Consistent with its privacy obligations, FCPS intends to take all actions available to it under the

law to retrieve these records and prevent their dissemination. FCPS appreciates your cooperation in correcting this error, and we hope to obtain your voluntary compliance to protect FCPS's confidential information.

Sincerely,

A handwritten signature in black ink that reads "Ellen Kennedy". The signature is written in a cursive style with a large, stylized "E" and a long, sweeping underline.

Ellen Kennedy