



The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Public Records Division

Manza Arthur
Supervisor of Records

August 4, 2026
SPR26/2861

Michael Manning
Records Access Officer
City of Worcester
455 Main Street
Worcester, MA 01608

Dear Mr. Manning:

I have received the petition of Joey Ford appealing the response of the City of Worcester (City) to a request for public records. See G. L. c. 66, § 10A; see also 950 C.M.R. 32.08(1). On July 9, 2026, Mr. Ford requested the following:

- [1] Please provide de-identified aggregate data, preferably in Excel, CSV, or other native spreadsheet/database export format, showing for each school year: [eleven subcategories of data][;]
- [2] Please provide the same aggregate data above specifically for requests involving Nelson Place School, including: [six subcategories of data][;]
- [3] For each school year from SY 2016–2017 through SY 2026–2027 to date, please provide records showing, by school and grade where available: [eight subcategories of data][;]
- [4] Please provide all policies, procedures, forms, rubrics, criteria, guidance documents, memoranda, training materials, scripts, checklists, workflow documents, or written instructions used to process, approve, deny, rank, waitlist, reconsider, or appeal voluntary transfer placement requests during the requested timeframe. This includes records showing: [six subcategories of data][;]
- [5] Aggregate Disability-Related and Hardship-Related Transfer / Placement Data To the extent tracked in a non-identifying way, please provide aggregate data showing: [four subcategories of data][;]
- [6] Data Dictionaries / Field Definitions / Database Export Information: For any spreadsheet, database export, dashboard, enrollment system, or student-information-system report used to respond to this request, please provide any available data dictionary, column definitions, report descriptions, or field explanations needed to understand the data.

Prior Petition

This request was the subject of a prior petition. See SPR26/2850 Determination of the Supervisor of Records (July 31, 2026). In my July 31st petition, I granted the City a time extension of 30 business days, however, in light of the fact that the City had not demonstrated it submitted a timely fee petition, I could not grant permission to charge for time spent segregating or redacting records not required by law. I noted that the determination did not preclude the City from charging for segregation and redaction that is required by law.

The City provided a fee estimate to Mr. Ford on July 23, 2026. Objecting to the fees, Mr. Ford petitioned this office, and this appeal, SPR26/2861, was opened as a result. Subsequently, I learned that the City provided Mr. Ford with a further response on August 3, 2026. Where this appeal was opened as a result of the City's July 23rd response, I will now consider this administrative appeal closed. Mr. Ford may appeal the substantive nature of the City's August 3rd response within ninety (90) days. See 950 C.M.R. 32.08(1).

Sincerely,

A handwritten signature in black ink, appearing to read "Manza Arthur", written in a cursive style.

Manza Arthur
Supervisor of Records

cc: Joey Ford