



March 14, 2023

VIA E-MAIL ONLY

apark0006@student.cerritos.edu

Amy Parker

Re: California Public Records Act Request

Dear Ms. Parker,

This correspondence constitutes the Cerritos Community College District's ("District") response to your California Public Records Act ("CPRA") request received by the District via email on March 7, 2023.

You requested the following:

"... request information pertaining to the last completed fiscal year:

- Amount expensed on purchasing of menstrual products for college bathrooms
- Revenue collected from college bathroom menstrual product purchases

Under the CPRA, a "public record" is defined as, "any writing containing information related to the conduct of the people's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics." (Government Code § 6252(e)).

The Cerritos Community College District ("District") has determined that your request identify public records in the possession of the District. (Government Code section 6253, subsection (c)).

The District search its records for revenue collected from college bathroom menstrual product purchases for fiscal year 2021-22 which resulted in no revenue being collected. This primary due to the low number of students on campus during 2021-22. Staff and students were not on campus full-time during that time period.

With regards to the amount expensed on purchasing of menstrual products for college bathrooms the District will need more time to conduct its search. Due to the volume of information and invoices that need to be pulled from storage and sorted through, which falls within the scope of your request, the District will require a 14-day extension pursuant to California Government Code section 6253(c) to determine if responsive records exist, and if any of those records are exempt from disclosure. We anticipated that the records will be available by Tuesday, March 28, 2023. Any documents gathered will be at a cost of \$.20 per page.

In addition, menstrual products are also free to students in Student Health Services, Falcon's Nest, and the women's locker room. These products are made free due to grant funding, donations, and other special funding sources that allow for these products to be given without costs.



Please feel free to contact me if you have any questions regarding the above.

Sincerely,

Felipe R Lopez, MBA
Vice President of Business Services/
Assistant Superintendent