



Office of Business Services
Felipe R. Lopez
Executive Vice President of Business Services /
Assistant Superintendent

March 27, 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 were advised on March 13, 2023 that pursuant to Government Code section 6253(c), the District required additional time to determine whether responsive records exist, and if any of those records are exempt from disclosure.

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 the amount "expensed on purchasing of menstrual products for college bathrooms" pertaining to the last completed fiscal year which was 2021-22. The results of the search noted no menstrual items purchased during this time period. This is likely due to the low number of students on campus during 2021-22.

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

Sincerely,

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

Cerritos Community College District

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