

**Paul Giuffre**

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**From:** Paul Giuffre  
**Sent:** Thursday, June 20, 2019 12:15 PM  
**To:** 'edie cook'; 'Terry Wirginis'  
**Subject:** RE: Please investigate this matter

Dr. Cook,

I have begun looking into this matter. For an investigation to be completed it would be very important to speak with anyone who believes records were ordered destroyed that should not have been or any information on the records sent for destruction. Also, I need the name and contact information for the person at Weleski with whom you spoke.

I will be in and out of my office today. If you cannot reach me there, please call my cell phone (412-720-3358).

Paul

**From:** Paul Giuffre  
**Sent:** Wednesday, June 19, 2019 3:26 PM  
**To:** 'edie cook' <edie.cook@yahoo.com>; 'Terry Wirginis' <twirginis@gatewayclipper.com>  
**Subject:** RE: Please investigate this matter

Dr. Cook,

The district has a records retention schedule to assure that all public documents are maintained in accordance with the law. Pursuant to that schedule, records that the district is no longer required to maintain are periodically purged. If memory serves me, the district uses Weleski to shred any records being purged that might contain personal, confidential or otherwise protected information (Social Security numbers, bank accountant information, FERPA, HIPAA, etc.). My guess is that is all that was occurring yesterday.

In order to look into this please give me the names of those by whom you were made aware of this and with whom you spoke at Weleski. I would like to contact the witnesses to begin the inquiry and need to discuss with Weleski what it intends to do with the documents while the district decides what course to take. Finally, please let me know with whom you spoke at the auditor general's office. I may need to touch base with someone there also.

Thank you,

Paul

**From:** edie cook <edie.cook@yahoo.com>  
**Sent:** Wednesday, June 19, 2019 1:36 PM  
**To:** Paul Giuffre <paul@giuffrelawoffice.com>; Terry Wirginis <twirginis@gatewayclipper.com>  
**Subject:** Please investigate this matter

Hello Paul and Terry,

I received information from a few sources that indicates that there may have been district records and RTK related documents removed from the administrative offices for shredding yesterday afternoon by the Maleski Transfer company.

I contacted Maleski to see if the information was accurate and they confirmed that they did remove documents for shredding, but that they would hold them for us. There is now the opportunity to determine if they should be lawfully destroyed. I am very concerned and would like Paul to investigate why the document destruction was ordered and ascertain whether it was appropriate. This information was also shared with the office of the auditor general. Please let me know what else should be done to address this, as it undermines the public's trust and could potentially violate the RTK law.

Thank you  
Edie