

Data Access Request

PLPD records concerning MDE routing / review records

Date submitted	June 19, 2026
Response violation date	July 6, 2026
Deadline basis	MGDPA data-subject access deadline: 10 business days
Sender	family family family
Recipient	Responsible Authority / Data Practices Compliance Official or Designee, Prior Lake Police Department
Scope	PLPD records concerning MDE routing / review records

This cover page is an index aid. The formal request body follows and controls the specific scope, authorities invoked, and requested action.

Dear Data Practices Compliance Official, Responsible Authority, or Designee:

This is a formal data request under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, including section 13.04, subdivision 3, to the extent the requested data are data about me or my minor child.

I am the parent of the minor data subject and am requesting existing Prior Lake Police Department data. I am not asking PLPD to create new data, answer questions, or reopen any matter through this request.

Please route this request to the City's Responsible Authority or designee for Police Department data, and to counsel or any other appropriate reviewer as needed to preserve and process responsive data, metadata, classifications, and any withholding basis.

I am identifying the following records only to locate the subject matter of this request. I am not asking PLPD to create new data, answer questions, reopen any matter, or provide a narrative explanation.

Source record 1 - written complaint/request transmitted to PLPD:

- Sender: family family family
- Recipient: Prior Lake Police Department <Police@PriorLakeMN.gov>
- Subject: Request for Law-Enforcement Review - Possible Mandated-Reporter Failure / HOMS Maltreatment Report
- Sent date: June 6, 2026
- Attachment: criminal_referral_packet_FINAL.pdf
- Attachment identifier: CMR-REF-001
- Attachment length: 23 pages
- Attachment SHA256: 923E99080C2E68112FF90ED2CE686641F73076DC4DCF806810B29520D2C584E8

Source record 2 - first PLPD receipt acknowledgment:

- Sender: Police Dept <police@PriorlakeMN.gov>
- Recipient: family family family
- Subject: RE: Request for Law-Enforcement Review - Possible Mandated-Reporter Failure / HOMS Maltreatment Report
- Received date: June 9, 2026
- Receipt statement: PLPD's police records department stated that it had received my email and attachment.

Please produce the following records maintained by PLPD concerning any referral, routing, review, disposition, closure, follow-up, or electronic communication to or from the Minnesota Department of Education in which I am the subject, my minor child is the subject, or the issues discussed in the complaint PLPD acknowledged receiving are the subject, including alleged failure to follow child maltreatment reporting obligations, mandated-reporting obligations, Minn. Stat. chapter 260E obligations, or related routing/review obligations:

1. Records showing any referral, routing, notice, consultation, communication, transmission, or attempted communication to or from the Minnesota Department of Education concerning those alleged reporting/routing issues.
2. Records showing any PLPD determination, note, case-management entry, intake entry, routing entry, disposition entry, review note, supervisory note, closure note, or referral note identifying whether those alleged reporting/routing issues were referred to MDE, reviewed by MDE, declined for referral to MDE, treated as outside MDE scope, or otherwise routed away from MDE.
3. Records identifying any agency, office, or person to whom PLPD referred or directed those alleged reporting/routing issues, including but not limited to MDE, Scott County, the Scott County Attorney's Office, child protection, Prior Lake-Savage Area Schools, or any other law-enforcement, child-protection, education, or prosecutorial recipient.
4. Existing metadata, header data, transmittal data, audit data, message identifiers, thread identifiers, attachment names, date/time fields, sender/recipient/cc/bcc fields, mailbox/folder fields, case-management routing fields, or other maintained electronic-communication fields for any PLPD email, electronic message, case-management note, attachment, upload, download, or transmission responsive to items 1 through 3.
5. Records showing any search, review, or no-record determination by PLPD concerning whether PLPD maintains records responsive to items 1 through 4.

For clarity, this request is limited to records showing routing, referral, review, disposition, closure, metadata, and no-record determinations concerning the alleged maltreatment-reporting/routing issue. It does not request PLPD to reinvestigate the underlying school incident, create a narrative explanation, or provide legal conclusions.

Please produce responsive data electronically by email. If PLPD contends that no responsive data exists for any item, please state that no responsive data is maintained for that item. If any data is withheld or redacted, please segregate and produce all reasonably accessible public or private data that can be disclosed, including any nonprotected metadata, routing fields, transmittal fields, dates, custodians, recipient fields, classification-neutral identifiers, and reasonably segregable portions of responsive records. Please identify the withheld or redacted item, the responsible custodian if known, and the specific statutory section, temporary classification, or federal-law provision relied on for each withholding or redaction. Please certify any denial in writing upon denial of access.

If there will be any copying charge, please provide an itemized estimate before incurring the cost.

Respectfully,

family family

Data Access Request

PLPD Baker / Peterson supplemental-report records

Date submitted	June 22, 2026
Response deadline	July 7, 2026
Deadline basis	MGDPA data-subject access deadline: 10 business days
Sender	family family family
Recipient	Responsible Authority / Data Practices Compliance Official or Designee, Prior Lake Police Department
Scope	PLPD Baker / Peterson supplemental-report records
Locator	Supplemental-report entry "Initial Report TB6O 11-05-24," assigned to case/ICR 24020491

This cover page is an index aid. The formal request body follows and controls the specific scope, authorities invoked, and requested action.

Dear Data Practices Compliance Official, Responsible Authority, or Designee:

This is a formal data request under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, including section 13.04, subdivision 3, to the extent the requested data are data about me or my minor child.

I am family family I am requesting existing Prior Lake Police Department data as a data subject and as the parent of the minor data subject. This request seeks existing records, entries, footage, audio, metadata, and maintained fields. It does not ask PLPD to create a new narrative, answer interrogatories, reopen any matter, or provide legal conclusions.

Please route this request to the City's Responsible Authority or designee for Police Department data, and to any records, evidence, body-worn-camera, case-management, dispatch, audit-log, or counsel reviewer needed to preserve and process responsive data, metadata, classifications, and any withholding basis.

I am identifying the following matter only to locate the subject records:

- The PLPD supplemental-report entry titled "Initial Report TB6O 11-05-24," created by Officer TJ Baker, assigned to case/ICR 24020491.
- Officer TJ Baker's meeting or conversation with Scott Peterson, then Hidden Oaks Dean, on or about November 5, 2024.
- PLPD Supplemental Report #1 or any supplemental report, narrative, note, Evidence.com entry, body-camera/audio record, case-management entry, or other maintained record that resulted from, documented, incorporated, or relied on that Baker/Peterson meeting or conversation.
- The Hidden Oaks chair/stool incident, school awareness of that incident, school conversations with involved students or parents, school discipline or contemplated discipline, involved-student identification, witness identification, or related school/law-enforcement communication where I or my child are subjects.

Please produce all PLPD records in which I or my minor child are subjects that demonstrate, document, preserve, or pertain to Officer Baker's meeting or conversation with Scott Peterson that resulted in, informed, supported, or was incorporated into the supplemental report. This includes, to the extent maintained:

1. Officer Baker's contemporaneous notes, case-management entries, narrative drafts, event logs, evidence notes, call/contact logs, task entries, timestamps, or other records showing what Officer Baker logged about the Peterson meeting or conversation at or near the time it occurred.
2. The supplemental report itself, all drafts or versions of the supplemental report, report metadata, approval/review history, edit history, routing history, audit history, and any records showing when the supplemental report was created, modified, approved, finalized, transmitted, or made available.
3. Body-worn-camera footage, squad/audio recordings, Evidence.com records, digital-evidence records, activation/deactivation records, upload records, retention records, tags, titles, descriptions, notes, access logs, download logs, share logs, and audit metadata for any body-camera/audio/digital evidence connected to the Peterson meeting or the supplemental report.
4. Emails, text messages, chat messages, voicemails, phone logs, calendar entries, dispatch/CAD entries, case-management messages, transmittals, attachments, or other communications concerning the Peterson meeting, the supplemental report, or the information Officer Baker recorded from Peterson.
5. Records identifying what information Scott Peterson provided to Officer Baker about school awareness, involved students, witnesses, parent/student conversations, school discipline, contemplated discipline, safety response, or

related school action, where I or my child are subjects.

6. Existing metadata, header data, transmittal data, audit data, message identifiers, thread identifiers, attachment names, date/time fields, sender/recipient/cc/bcc fields, mailbox/folder fields, evidence-system fields, case-management fields, CAD fields, body-camera/evidence-system fields, retention fields, or other maintained electronic fields for responsive records.

7. Records showing any search, review, segregation, redaction, withholding, production, no-responsive-data, retention, deletion, or disposition determination concerning records responsive to this request.

For clarity, I am not requesting other students' or other families' private data. If a responsive record also contains data about another individual, please segregate and produce the portions in which I or my child are subjects, together with any reasonably segregable public data or nonprotected metadata, routing fields, transmittal fields, dates, custodians, recipient fields, classification-neutral identifiers, and other discloseable portions. Please redact or withhold only the portions that PLPD determines are not accessible to me, and please identify the specific statutory section, temporary classification, or federal-law provision relied on for each redaction or withholding.

If PLPD contends that no responsive data exists for any item, please state that no responsive data is maintained for that item. If any data is withheld or redacted, please identify the withheld or redacted item, the responsible custodian if known, whether the withholding is full or partial, and the specific statutory section, temporary classification, or federal-law provision relied on. Please certify any denial in writing upon denial of access.

Please produce responsive data electronically by email or secure download. For video/audio/digital evidence, please provide the ordinarily available export or access method, together with maintained metadata and audit fields. If there will be any copying charge, please provide an itemized estimate before incurring the cost.

Under Minnesota Statutes section 13.04, subdivision 3, the data-subject response is due immediately if possible, or no later than July 7, 2026, excluding Saturdays, Sundays, and Minnesota legal holidays, if this request is received on June 22, 2026.

Respectfully,

family family

Data Access Request

PLPD ICR 26009995 Case Records (PLPD-CASE-26009995-DR-001)

Date submitted	June 25, 2026
Response violation date	July 10, 2026
Deadline basis	MGDPA data-subject access deadline: 10 business days
Sender	family family family
Recipient	Prior Lake Police Department Records / City of Prior Lake Responsible Authority or Designee
Scope	PLPD ICR 26009995 Case Records (PLPD-CASE-26009995-DR-001)

This cover page is an index aid. The formal request body follows on the next page and controls the specific scope, authorities invoked, and requested action.

1 Dear Data Practices Compliance Official, Responsible Authority, or Designee:

3 Request ID: PLPD-CASE-26009995-DR-001

5 This is a separate formal data request under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, including sections 13.03 and 13.04, subdivision 3. I request public data, private data about me, and private data about my minor child to which I have access as parent of the minor data subject.

7 I am [family] [family] The minor data subject is [family] [family] also referenced as [family] [family] This request seeks existing Prior Lake Police Department and City of Prior Lake government data, records, entries, recordings, reports, logs, metadata, and maintained fields. It does not ask PLPD to create a new narrative, answer interrogatories, reopen an investigation, or provide legal conclusions.

9 Please route this request to the City's Responsible Authority or designee for Police Department data and to any records, RMS, CAD, evidence, body-worn-camera, email, audit-log, supervisory, or classification reviewer needed to preserve and process responsive data, metadata, classifications, and any withholding basis.

11 Because written communication was requested as an accommodation and because the precise scope and processing history must remain auditable, please transmit any request-specific questions by email rather than telephone.

13 **Operative Date and Non-Consolidation**

15 This request is effective upon receipt. Any later City form, identity verification, parentage verification, or administrative follow-up is supplemental and does not withdraw, replace, narrow, consolidate, amend, or restart this request.

17 Please record the received date for this request as June 25, 2026, the date of this transmission.

19 This is a separate request with a distinct records purpose and must receive a request-specific search and disposition. A production made under another request does not resolve this request unless PLPD identifies the exact responsive records and maps them category by category to this request.

21 If PLPD contends that this request was received on a business day later than the transmission date, please identify the operative receipt date PLPD is using and preserve the transmission, receipt, intake, and routing records supporting that date.

23 **Search-Through Date and Preservation**

25 This request includes responsive data maintained when the search is performed, including records created after receipt that document the intake, routing, search, review, classification, production, withholding, or disposition of this request.

27 Please preserve responsive short-retention email-routing data, RMS/CAD audit data, evidence-system access data, version histories, body-worn-camera data, recordings, file-transfer data, search records, and other metadata while the request is pending.

29 **Records Requested**

31 Please produce all existing PLPD and City of Prior Lake records concerning PLPD ICR 26009995, including:

- 33 1. The complete case file for PLPD ICR 26009995, including the initial complaint/referral intake, assigned case or incident records, RMS records, CAD records, case-management records, call/contact records, activity logs, status logs, disposition fields, closure fields, and any case summary or supplemental report.
- 35 2. All materials PLPD considered "information available" when reviewing or closing ICR 26009995, including the June 2026 referral packet, any attachments, any prior PLPD ICRs or files accessed, any records retrieved from other PLPD matters, and any records received from or concerning Prior Lake-Savage Area Schools, Hidden Oaks Middle School, the Minnesota Department of Education, Scott County, the Scott County Attorney's Office, child protection, or any other agency or office.
- 37 3. The June supplemental report referenced in PLPD correspondence concerning the possible mandated-reporter failure / HOMS Maltreatment Report matter, including all drafts, versions, narrative text, edits, approval history, version history, metadata, distribution history, and records showing when the report was created, modified, reviewed, approved, closed, transmitted, or made available.
- 39 4. Records supporting, explaining, or documenting PLPD's statement that the incidents were reported through proper channels, including any source records, prior case records, agency-contact records, referral records, review notes, routing records, or no-responsive-data determinations relied on for that statement.
- 41 5. Investigator notes, detective notes, supervisory notes, review notes, assignment records, routing records, status updates, closure notes, approval records, classification records, and records documenting decisions to contact or not contact witnesses, obtain or not obtain offered evidence, review or not review source records, or refer or not refer the matter to another agency.
- 43 6. Records identifying each person, agency, office, or entity PLPD contacted, considered contacting, referred to, received records from, supplied records to, or checked with regarding ICR 26009995, including MDE, Scott County, the Scott County Attorney's Office, child protection, PLSAS, Hidden Oaks Middle School, school employees, parents, witnesses, or other law-enforcement or prosecutorial actors.
- 45 7. Records of any MDE check, prosecutorial check, child-protection check, reporting-channel check, screening check, referral check, or no-referral determination connected to ICR 26009995.
- 47 8. Emails, electronic messages, text messages, phone logs, voicemail metadata, calendar records, meeting records, file-transfer records, attachment records, evidence-system records, body-worn-camera/audio records, upload/download records, share records, access records, export records, and audit records connected to ICR 26009995.
- 49 9. Existing metadata, header data, transmittal data, audit data, message identifiers, thread identifiers, attachment names, attachment types, attachment sizes, file hashes if maintained, date/time fields, sender/recipient/cc/bcc fields, mailbox/folder fields, RMS fields, CAD fields, evidence-system fields, body-camera/evidence-system fields, retention fields, custodian fields, account fields, routing fields, and other maintained electronic fields for responsive records.
- 51 10. Records showing any search, review, segregation, redaction, withholding, production, prior-production locator, no-responsive-data, retention, deletion, or disposition determination concerning records responsive to this request.

53 11. Records sufficient to identify any responsive data, metadata, audit logs, routing records,
access records, evidence records, or communications PLPD contends do not exist, are not
maintained, expired under retention settings, are outside City/PLPD custody, or cannot be
searched or exported.

55 **Late-Discovered or Previously Unproduced Records**

57 If PLPD produces any responsive record that was not included in an earlier production
concerning the same subject matter, please identify, to the extent maintained:

- 59 1. whether the record existed on each prior request and search date;
60 2. its native creation, modification, access, and storage metadata;
61 3. its author, custodian, repository, and original filename;
62 4. when, how, and by whom it was located;
63 5. why it was not located or produced previously;
64 6. whether it was reviewed or relied upon in any prior investigation, disposition, disclosure, or
legal review;
65 7. every prior recipient or accessor identifiable from maintained records; and
66 8. whether PLPD is amending any prior complete-file, all-responsive-data,
no-responsive-data, or finality representation.

68 **Required Disposition**

70 For each numbered category, please either produce the responsive data, identify an exact
prior-production filename and page or record locator, cite the specific legal basis for
withholding, or state that no responsive data are maintained.

72 If any responsive record contains protected information, please provide all reasonably
segregable public or data-subject portions rather than withholding the record in full.

74 If any data is withheld or redacted, please identify the withheld or redacted item, the
responsible custodian if known, whether the withholding is full or partial, and the specific
statutory section, temporary classification, or specific provision of federal law relied on.
Please certify any denial in writing upon denial of access.

76 Please produce responsive data electronically by email or secure download. For video, audio,
or digital evidence, please provide the ordinarily available export or access method, together
with maintained metadata and audit fields. If there will be any copying charge, please provide
an itemized estimate before incurring the cost.

78 Under Minnesota Statutes section 13.04, subdivision 3, the data-subject response is due
immediately if possible, or no later than July 10, 2026, excluding Saturdays, Sundays, and
Minnesota legal holidays, if this request is received on June 25, 2026.

80 Respectfully,

82 family family

Data Access Request

Mandated-Reporting Investigative-Action Records
(PLPD-MR-INVESTIGATIVE-ACTION-DR-001)

Date submitted	June 25, 2026
Response violation date	July 10, 2026
Deadline basis	MGDPA data-subject access deadline: 10 business days
Sender	family family family
Recipient	Prior Lake Police Department Records / City of Prior Lake Responsible Authority or Designee
Scope	Mandated-Reporting Investigative-Action Records (PLPD-MR-INVESTIGATIVE-ACTION-DR-001)

This cover page is an index aid. The formal request body follows on the next page and controls the specific scope, authorities invoked, and requested action.

1 Dear Data Practices Compliance Official, Responsible Authority, or Designee:

3 Request ID: PLPD-MR-INVESTIGATIVE-ACTION-DR-001

5 This is a separate formal data request under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, including sections 13.03 and 13.04, subdivision 3. I request public data, private data about me, and private data about my minor child to which I have access as parent of the minor data subject.

7 I am [family] [family] The minor data subject is [family] [family] also referenced as [family] [family] This request seeks existing Prior Lake Police Department and City of Prior Lake government data, records, entries, reports, logs, metadata, and maintained fields. It does not ask PLPD to create a new narrative, answer interrogatories, reopen an investigation, or provide legal conclusions.

9 Please route this request to the City's Responsible Authority or designee for Police Department data and to any records, RMS, CAD, evidence, body-worn-camera, email, audit-log, supervisory, or classification reviewer needed to preserve and process responsive data, metadata, classifications, and any withholding basis.

11 Because written communication was requested as an accommodation and because the precise scope and processing history must remain auditable, please transmit any request-specific questions by email rather than telephone.

13 **Operative Date and Non-Consolidation**

15 This request is effective upon receipt. Any later City form, identity verification, parentage verification, or administrative follow-up is supplemental and does not withdraw, replace, narrow, consolidate, amend, or restart this request.

17 Please record the received date for this request as June 25, 2026, the date of this transmission.

19 This is a separate request with a distinct records purpose and must receive a request-specific search and disposition. A production made under another request does not resolve this request unless PLPD identifies the exact responsive records and maps them category by category to this request.

21 If PLPD contends that this request was received on a business day later than the transmission date, please identify the operative receipt date PLPD is using and preserve the transmission, receipt, intake, and routing records supporting that date.

23 **Search-Through Date and Preservation**

25 This request includes responsive data maintained when the search is performed, including records created after receipt that document the intake, routing, search, review, classification, production, withholding, or disposition of this request.

27 Please preserve responsive short-retention email-routing data, RMS/CAD audit data, evidence-system access data, version histories, body-worn-camera data, recordings, file-transfer data, search records, and other metadata while the request is pending.

29 **Records Requested**

31 Please produce all existing PLPD and City of Prior Lake records documenting whether, how, by whom, and with what source records PLPD evaluated the following issues, regardless of case number, repository, or whether PLPD treated the matter as an investigation, referral, intake, review, screening, supplemental report, no-crime determination, no-investigation determination, or closure:

- 33 1. Teacher neglect, adult supervision, staff response, or school-employee conduct during the two chair/stool assault episodes involving my child.
- 35 2. Adult supervision, staff response, school-employee conduct, witness handling, or school response during the in-class family assaults or alleged in-class family assaults involving my child.
- 37 3. Individual mandated-reporting failures, potential mandated-reporting failures, child-maltreatment reporting obligations, Minnesota Statutes chapter 260E obligations, or records showing whether PLPD evaluated each possible mandated reporter separately.
- 39 4. Intentional prevention, attempted prevention, discouragement, delay, obstruction, or substitution of reporting, including any records evaluating whether a school employee, District official, or other actor prevented or attempted to prevent reporting to law enforcement, child protection, MDE, or another required channel.
- 41 5. The Policy 103 / Policy 414 substitution theory, including records showing whether PLPD evaluated whether school discrimination/harassment routing, HOMS reporting, or Policy 103 handling substituted for, bypassed, or displaced mandated-reporting, maltreatment, child-safety, law-enforcement, or MDE reporting obligations.
- 43 6. Police-to-MDE routing, MDE receipt, MDE screening, MDE non-receipt, MDE non-referral, or any check with MDE concerning school reporting, maltreatment reporting, educator conduct, school discipline, student safety, or policy-reporting issues.
- 45 7. Any cumulative circumstantial theory, item-by-item issue list, category-level review map, or similar issue inventory submitted to or discussed with PLPD, including the 34-item follow-up list referenced in prior PLPD correspondence, to the extent maintained.
- 47 8. Records showing what witnesses, source records, prior ICRs, school records, supplemental reports, interviews, offered evidence, attachments, or agency records PLPD considered, declined to consider, attempted to obtain, declined to obtain, reviewed, or decided were unnecessary for the issues above.
- 49 9. Records showing any review, assignment, routing, screening, supervisory review, detective review, records review, legal/prosecutorial review, MDE check, child-protection check, Scott County Attorney check, or other agency check concerning the issues above.
- 51 10. Records showing any final disposition, no-criminal-violation determination, no-investigation determination, no-responsive-record determination, screened-out determination, proper-channel determination, or referral-away determination concerning the issues above.
- 53 11. Existing metadata, header data, transmittal data, audit data, message identifiers, thread identifiers, attachment names, attachment types, attachment sizes, file hashes if maintained, date/time fields, sender/recipient/cc/bcc fields, mailbox/folder fields, RMS fields, CAD fields, evidence-system fields, retention fields, custodian fields, account fields, routing fields, and other maintained electronic fields for responsive records.
- 55 12. Records showing any search, review, segregation, redaction, withholding, production, prior-production locator, no-responsive-data, retention, deletion, or disposition determination concerning records responsive to this request.
- 57 13. Records sufficient to identify any responsive data, metadata, audit logs, routing records, access records, evidence records, issue-review records, or communications PLPD contends do not exist, are not maintained, expired under retention settings, are outside City/PLPD custody, or cannot be searched or exported.

59 **Late-Discovered or Previously Unproduced Records**

- 61 If PLPD produces any responsive record that was not included in an earlier production concerning the same subject matter, please identify, to the extent maintained:
- 63 1. whether the record existed on each prior request and search date;
 - 64 2. its native creation, modification, access, and storage metadata;
 - 65 3. its author, custodian, repository, and original filename;
 - 66 4. when, how, and by whom it was located;
 - 67 5. why it was not located or produced previously;
 - 68 6. whether it was reviewed or relied upon in any prior investigation, disposition, disclosure, or legal review;
 - 69 7. every prior recipient or accessor identifiable from maintained records; and
 - 70 8. whether PLPD is amending any prior complete-file, all-responsive-data, no-responsive-data, or finality representation.

72 **Required Disposition**

- 74 For each numbered category, please either produce the responsive data, identify an exact prior-production filename and page or record locator, cite the specific legal basis for withholding, or state that no responsive data are maintained.
- 76 If any responsive record contains protected information, please provide all reasonably segregable public or data-subject portions rather than withholding the record in full.
- 78 If any data is withheld or redacted, please identify the withheld or redacted item, the responsible custodian if known, whether the withholding is full or partial, and the specific statutory section, temporary classification, or specific provision of federal law relied on. Please certify any denial in writing upon denial of access.
- 80 Please produce responsive data electronically by email or secure download. If there will be any copying charge, please provide an itemized estimate before incurring the cost.
- 82 Under Minnesota Statutes section 13.04, subdivision 3, the data-subject response is due immediately if possible, or no later than July 10, 2026, excluding Saturdays, Sundays, and Minnesota legal holidays, if this request is received on June 25, 2026.

84 Respectfully,

86 family family

Data Access Request

PLPD / PLSAS Data Exchange Metadata (PLPD-PLSAS-DATA-EXCHANGE-META-DR-001)

Date submitted	June 25, 2026
Response violation date	July 10, 2026
Deadline basis	MGDPA data-subject access deadline: 10 business days
Sender	family family family
Recipient	Prior Lake Police Department Records / City of Prior Lake Responsible Authority or Designee
Scope	PLPD / PLSAS Data Exchange Metadata (PLPD-PLSAS-DATA-EXCHANGE-META-DR-001)

This cover page is an index aid. The formal request body follows on the next page and controls the specific scope, authorities invoked, and requested action.

1 Dear Data Practices Compliance Official, Responsible Authority, or Designee:

3 Request ID: PLPD-PLSAS-DATA-EXCHANGE-META-DR-001

5 This is a separate formal data request under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, including sections 13.03 and 13.04, subdivision 3. I request public data, private data about me, and private data about my minor child to which I have access as parent of the minor data subject.

7 I am [family] [family] The minor data subject is [family] [family] also referenced as [family] [family] This request seeks existing Prior Lake Police Department and City of Prior Lake government data, records, entries, reports, logs, metadata, and maintained fields. It does not ask PLPD to create a new narrative, answer interrogatories, reopen an investigation, or provide legal conclusions.

9 Please route this request to the City's Responsible Authority or designee for Police Department data and to any records, RMS, CAD, evidence, body-worn-camera, email, audit-log, supervisory, or classification reviewer needed to preserve and process responsive data, metadata, classifications, and any withholding basis.

11 Because written communication was requested as an accommodation and because the precise scope and processing history must remain auditable, please transmit any request-specific questions by email rather than telephone.

13 **Operative Date and Non-Consolidation**

15 This request is effective upon receipt. Any later City form, identity verification, parentage verification, or administrative follow-up is supplemental and does not withdraw, replace, narrow, consolidate, amend, or restart this request.

17 Please record the received date for this request as June 25, 2026, the date of this transmission.

19 This is a separate request with a distinct records purpose and must receive a request-specific search and disposition. A production made under another request does not resolve this request unless PLPD identifies the exact responsive records and maps them category by category to this request.

21 If PLPD contends that this request was received on a business day later than the transmission date, please identify the operative receipt date PLPD is using and preserve the transmission, receipt, intake, and routing records supporting that date.

23 **Search-Through Date and Preservation**

25 This request includes responsive data maintained when the search is performed, including records created after receipt that document the intake, routing, search, review, classification, production, withholding, or disposition of this request.

27 Please preserve responsive short-retention email-routing data, RMS/CAD audit data, evidence-system access data, version histories, body-worn-camera data, recordings, file-transfer data, search records, and other metadata while the request is pending.

29 **Records Requested**

31 Please produce all existing PLPD and City of Prior Lake records showing exchanges, communications, transfers, disclosures, access, or routing between PLPD and Prior Lake-Savage Area Schools, Hidden Oaks Middle School, District officials, school employees, school contractors, or school representatives concerning [family] [family] [family] [family] or [family] [family] including:

- 33 1. Emails, attachments, reports, records, calls, meetings, electronic messages, text messages, voicemails, phone logs, referrals, notes, case-management entries, RMS entries, CAD entries, evidence-system entries, file-transfer records, or other communications between PLPD and PLSAS or Hidden Oaks concerning [family] [family] [family] [family] or [family] [family]
- 35 2. Officer TJ Baker / Scott Peterson communications, records, notes, reports, attachments, metadata, meeting records, phone records, email records, or other contact records concerning [family] [family] [family] [family] [family] [family] PLPD ICR 24020491, the November 5, 2024 Baker/Peterson contact, or any later supplemental report or case update.
- 37 3. Records received from PLSAS, Hidden Oaks, or District officials concerning [family] [family] [family] [family] or [family] [family] including school reports, student-discipline records, witness information, parent/student-conversation records, Title IX or HOMMS records, maltreatment-related records, weapons-classification records, staff-supervision records, mandated-reporting records, emails, attachments, screenshots, notes, or summaries.
- 39 4. Records supplied by PLPD to PLSAS, Hidden Oaks, or District officials concerning [family] [family] [family] [family] or [family] [family] including police reports, supplemental reports, report numbers, narratives, referral information, case-status information, Evidence.com links or shares, body-worn-camera/audio references, witness information, student or parent information, charging/disposition information, or no-investigation/no-crime statements.
- 41 5. Records showing the date, time, participants, sender, recipient, cc, bcc, agency, office, role, case number, ICR number, request number, attachment name, attachment type, attachment size, file hash if maintained, subject/category, stated purpose, and maintained legal authority or business purpose for each responsive exchange.
- 43 6. Access, export, download, upload, forwarding, sharing, link-access, recipient-list, audit, delivery, bounceback, file-transfer, evidence-system, RMS, CAD, email, mailbox, folder, retention, and version-history records for responsive exchanges or transferred records.
- 45 7. Records showing redisclosure limitations, confidentiality instructions, protective markings, data-classification statements, FERPA/MGDPA warnings, recipient restrictions, use limitations, evidence-system sharing settings, or other instructions accompanying data exchanged between PLPD and PLSAS or Hidden Oaks.
- 47 8. Communications or exchanges relating to student discipline, school response, staff supervision, school awareness, parent/student conversations, witness identification, involved-student identification, maltreatment, weapons classification, Title IX, HOMMS, school harassment/discrimination, in-class [family] assaults, chair/stool assaults, mandated reporting, MDE routing, or any PLPD/PLSAS coordination on those topics.
- 49 9. Records identifying any responsive exchange, metadata field, access log, audit record, or transfer record PLPD contends does not exist, is not maintained, expired under retention settings, is outside City/PLPD custody, or cannot be searched or exported.
- 51 10. Records showing any search, review, segregation, redaction, withholding, production, prior-production locator, no-responsive-data, retention, deletion, or disposition determination concerning records responsive to this request.

53 **Late-Discovered or Previously Unproduced Records**

- 55 If PLPD produces any responsive record that was not included in an earlier production concerning the same subject matter, please identify, to the extent maintained:
- 57 1. whether the record existed on each prior request and search date;
- 58 2. its native creation, modification, access, and storage metadata;

- 59 3. its author, custodian, repository, and original filename;
60 4. when, how, and by whom it was located;
61 5. why it was not located or produced previously;
62 6. whether it was reviewed or relied upon in any prior investigation, disposition, disclosure, or
legal review;
63 7. every prior recipient or accessor identifiable from maintained records; and
64 8. whether PLPD is amending any prior complete-file, all-responsive-data,
no-responsive-data, or finality representation.
- 66 If PLPD locates any supposed FERPA notice, school-official criteria,
legitimate-educational-interest definition, contractor role-mapping record, or related
access-authority record through a PLPD/PLSAS exchange, please provide records
demonstrating when and how the document was actually published or distributed to parents,
the population receiving it, the operative school year, the publication location, and any CMS,
email-distribution, handbook, portal, approval, or version-history records supporting that
publication, to the extent such records are maintained by PLPD or were received by PLPD.

68 **Required Disposition**

- 70 For each numbered category, please either produce the responsive data, identify an exact
prior-production filename and page or record locator, cite the specific legal basis for
withholding, or state that no responsive data are maintained.
- 72 If any responsive record contains protected information, please provide all reasonably
segregable public or data-subject portions rather than withholding the record in full.
- 74 If any data is withheld or redacted, please identify the withheld or redacted item, the
responsible custodian if known, whether the withholding is full or partial, and the specific
statutory section, temporary classification, or specific provision of federal law relied on.
Please certify any denial in writing upon denial of access.
- 76 Please produce responsive data electronically by email or secure download. If there will be
any copying charge, please provide an itemized estimate before incurring the cost.
- 78 Under Minnesota Statutes section 13.04, subdivision 3, the data-subject response is due
immediately if possible, or no later than July 10, 2026, excluding Saturdays, Sundays, and
Minnesota legal holidays, if this request is received on June 25, 2026.

80 Respectfully,

82 family family