



RTK 701



Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary. You have 15 business days to appeal after a request is denied or deemed denied.

SUBMITTED TO AGENCY NAME: Springettsbury Township abby.gibb@springettsbury.com (Attn: AORO)
Attn: Abby Gibb

Date of Request: 8/18/2020 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: Heather O'Neill Company (if applicable): Families United Network, Inc.

Mailing Address: 412 S Angle Street

City: Mt. Joy State: PA Zip: 17552 Email: [REDACTED]

Telephone: [REDACTED] Fax: 717-492-9424

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

RECORDS REQUESTED: *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary. RTKL requests should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law.*

Please see attached request for any and all records pertaining to Amanda Glick who is a perspective adoptive parent with our agency.

DO YOU WANT COPIES? Yes, electronic copies preferred if available
 Yes, printed copies preferred
 No, in-person inspection of records preferred (may request copies later)

Do you want certified copies? Yes (may be subject to additional costs) No
RTKL requests may require payment or prepayment of fees. See the Official RTKL Fee Schedule for more details.
Please notify me if fees associated with this request will be more than \$100 (or) \$ _____.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: RTK- 701 Date Received: 8/18/2020 Response Due (5 bus. days): 8/25/2020

30-Day Ext.? Yes No (If Yes, Final Due Date: 9/24/2020) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$ _____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

NOTE: In most cases, a completed RTKL request form is a public record.
More information about the RTKL is available at <https://www.openrecords.pa.gov>



Families United Network, Inc.



Building a Better Tomorrow for Children and

Mount Joy Office
412 South Angle Street, Mount Joy, Pennsylvania 17552
Phone: [REDACTED] Fax: 717-492-9424
www.families4kids.org

August 18, 2020

Springettsbury Twp Police Department
1501 Mount Zion Road
York, PA 17402

Reference:
Elam and Amanda Glick
2539 Valley Drive
Lancaster, PA 17603

To Whom It May Concern:

The family listed above has applied to become adoptive parent(s). Families United Network, Inc. is conducting the home study to evaluate the family. In order to secure a thorough investigation on this family, we are requesting you forward any information that would be pertinent, including any calls you may have responded to concerning the family or household members. We are not asking for Criminal Records; as we will obtain separate State Police and Child Line clearances. The family's current address is listed above and their previous address and the applicants' birthdates are:

- Elam Glick DOB: [REDACTED]; - Amanda (Stickler) Glick- DOB: [REDACTED]
-510 S Kershaw St, York, PA 17403 – Amanda only From 2007 to 2012

Enclosed is a release of information signed by the applicant(s). Please indicate the appropriate response below and return this form to our office at your earliest convenience. Please attach any pertinent information if a concern has been found.

If you have any questions, please feel free to contact me at [REDACTED] or [REDACTED].
Thank you for your cooperation.

Sincerely,
Families United Network, Inc.

Heather N. O'Neill, MSW
Private Adoption Supervisor

Encl.

_____ No Record Found

_____ Record(s) Found (please see attachment)

Signature of Authorized Personnel

Date

Foster / Kinship Care & Adoption Offices

North Central - North West - Mount Joy
South Central - Scranton - Western
- Harrisburg - North Western

Administration Office

276 Ashler Manor Drive
Muncy, PA 17756
Phone: 570-546-6777 Fax: 570-546-8898

Residential Services

Ashler Manor
Arborsvale Manor
White Rose Manor



CREST OF SPRINGETTSBURY
INCORPORATED 1891

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
York, Pennsylvania 17402
717-757-3521 Fax: 717-757-7856
www.springettsbury.com
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908
Police and Fire Emergencies - Dial 911
Recreation Office: 717-505-0406

Wastewater Treatment Facility
3501 North Sherman Street
717-757-3521 Fax: 717-840-0680

BOARD OF SUPERVISORS

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August 20, 2020

Ms. Heather O'Neill
Families United Network, Inc.
412 S. Angle Street
Mount Joy, PA 17552

Re: **RIGHT-TO-KNOW REQUEST – Police Interactions**

Dear Ms. O'Neill,

Thank you for writing to Springettsbury Township with your request for: "Any and all records pertaining to Amanda Glick who is a perspective adoptive parent with our agency."

The Township has reviewed its files and no records related to your request were found. The signed document is included with this response, sent via email, to confirm no records found, as requested.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

If you have any questions, please do not hesitate to contact me.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 701