

**ELISE T. BAACH  
SPECIAL MASTER**

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November 8, 2005

**BY E-MAIL AND FIRST CLASS MAIL**

TO: Sally Smith  
Executive Director  
The Lab School of Washington  
4759 Reservoir Road, N.W.  
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Stephanie Ramjohn-Moore, Esq.  
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RE: Request for proceeding  
Petties v. District of Columbia, No. 95-0148 (PLF) (D.D.C.)  
Court Order of November 8, 2004  
OSM Case No. 251027-22.2

By letter dated October 27, 2005, Sally Smith, Founder and Executive Director of The Lab School of Washington (The Lab School), filed a request for a proceeding to establish findings of fact and recommendations regarding payments that may be owed to The Lab School for services rendered to Alex and Sam Mans. Ms. Smith's letter is attached herein.

A teleconference will be held on November 15, 2005 at 9:30 am. The purpose of the teleconference is two-fold. First, the parties will be asked whether settlement has been discussed and whether settlement is possible. Second, if settlement is unlikely, the teleconference will be used to frame the issue(s) before the Special Master or her designee.

Prior to the date of the teleconference, the parties must provide the information as described below. First, The Lab School must provide formal consent to the submission of the dispute to the jurisdiction of the Special Master by returning the enclosed consent form. Second, both The Lab School and DCPS will need to furnish the information listed in the enclosed Document Checklist.

Please note that all correspondence with my office should be copied to the other party, as well as to class counsel. If you have any questions, please do not hesitate to contact my assistant, Crista Wise, in writing or by email at [Crista.wise@baachrobinson.com](mailto:Crista.wise@baachrobinson.com).

Thank you.

Yours truly,

Elise T. Baach  
Special Master

Copies:

Lisae Jordan, Esq.  
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