



## **YOU HAVE A RIGHT TO SEE PUBLIC RECORDS**

The amended Freedom of Information Law, which took effect on January 1, 1978, gives you the right of access to many public records.

International Leadership Charter High School has adopted regulations governing when, where, and how you can see public records.

The regulations can be seen at all places where records are kept. According to these regulations, records can be seen and copied on school days between 7:30 a.m. and 5:30 p.m. at:

International Leadership Charter High School  
3030 Riverdale Avenue  
Bronx, NY 10463

The following officials will help you to exercise your right to access:

- 1) Agency officials who have in the past been authorized to make records available.
- 2) Records Access Officer

Dr. Elaine Ruiz Lopez  
CEO & Founder  
International Leadership Charter High School  
3030 Riverdale Avenue  
Bronx, NY 10463  
718-562-2300

- 3) If you are denied access to a record, you may appeal to the following person(s) or body:

Board of Trustees  
C/O & International Leadership Charter High School  
International Leadership Charter High School  
3030 Riverdale Avenue  
Bronx, NY 10463