



COOPERSTOWN CENTRAL SCHOOL DISTRICT

Cooperstown, NY 13326

RECORDS ACCESS OFFICER: Carolyn Laden, District Clerk

ADDRESS: Cooperstown Central School
39 Linden Avenue
Cooperstown, NY 13326

PHONE: (607) 547-5364

**RECORDS ARE AVAILABLE FOR INSPECTION BY COMPLETING
AN APPLICATION FOR PUBLIC ACCESS TO RECORDS,
LOCATED IN THE SUPERINTENDENT'S OFFICE.**

NOTICE: You have a right to appeal a denial of a Public Access to records
Application to the Superintendent of Schools, who must fully
explain his/her reasons for such denial in writing within ten (10)
business days of receipt of an appeal.

NAME: Sarah Spross, Superintendent

ADDRESS: Cooperstown Central School
39 Linden Avenue
Cooperstown, NY 13326

PHONE: (607) 547-5364

TO: RECORDS ACCESS OFFICER
Cooperstown Central School District
39 Linden Avenue
Cooperstown, NY 13326

For the following purpose(s) _____

Print Name _____ Signature _____ Date _____

Representing	Mailing Address

FOR AGENCY USE ONLY

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Denied (for the reason(s) checked below)

☐ Confidential Disclosure ☐ Part of Investigatory Files
☐ Unwarranted Invasion of Personal Privacy
☐ Record of which this agency is legal custodian cannot be found
☐ Record is not maintained by this agency
☐ Exempted by statute other than the Freedom of Information Act
☐ Other (Specify) _____

Signature, Records Access Officer
Date

NOTICE: You have a right to appeal a denial of this application to the Superintendent of Schools, who must fully explain his/her reasons for such denial in writing within ten (10) business days of receipt of an appeal.

Name _____ Business Address _____

I hereby appeal:

Signature
Date