

PUBLIC RECORDS REQUEST AND UNIFORM COMPLAINTS

SUBMIT BY EMAILING: PRA@SALINASCITY.K12.CA.US

California Government Code Section 6253 specifies that every person has the right to inspect public records maintained by any state agency. Public records include all records relating to the public's business that are classified as public records under the California Public Records Act (Government Code Section 6250 et seq.). Public records do not include any writings specifically exempted by the California Public Records Act, and any writings not specifically exempted by the California Public Records Act but as to which the public agency has determined that the public interest is served by not making the record public clearly outweighs the public interest by disclosure.

All written requests for public records of the Salinas City Elementary School District shall be directed to SCESD Public Information Office, *840 S Main Street, Salinas, California 93901*. Public records requests may also be emailed to pra@salinascity.k12.ca.us. **SCESD cannot guarantee that any request for public records not made by mail or email as set forth above will be received by the proper office to process such request.**