

Regulation

COMMUNITY RELATIONS

1100.2

REQUEST TO INSPECT SPECIFIC RECORDS

Name of Individual Requesting Information

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Telephone

Specific Records to be Inspected: _____

Specific Copies (\$.25 per page) Requested: _____

Date of Request: _____ Time of Request: _____

Date Inspected and Copies Given: _____

Signature of Individual Requesting Information

Signature of School Personnel

Waterville Central School District

Approved by Superintendent: 12/13/13, 01/08/19, 04/27/21