



**FREEDOM OF INFORMATION LAW (F.O.I.L.) PUBLIC NOTICE**

The amended Freedom of Information Law gives you the right of access to many public records, which may include records of Harlem Village Academy Charter School (HVA).

Harlem Village Academies Charter School has adopted regulations governing when, where and how you can see its public records. These regulations are available at places where such records are stored.

According to these regulations, records may be made available for viewing upon written request. The records access officer for each HVA West & West 2 Campus is:

West Elementary – Gray Building (K-1, 3-5)	West Elementary – Lawson Building (1-2)	West Middle 6-8	HVA High
Pamela Tejada 74 West 124 <sup>th</sup> Street First Floor New York, NY 10027	Gabriela Alvarado 132 West 124 <sup>th</sup> Street First Floor New York, NY 10027	Joanna Ademuwagon 244 West 144 <sup>th</sup> Street Fifth Floor New York, NY 10030	Sergine Laguerre 35 West 124 <sup>th</sup> Street First Floor New York, NY 10027

In the event that a request for access to a record is denied, a written appeal may be made within thirty (30) days to:

Yohana De Los Santos  
35 W 124<sup>th</sup> Street  
New York, NY 10027

**RECORDS THAT MAY BE AVAILABLE UNDER THE FREEDOM OF INFORMATION LAW FOR HARLEM VILLAGE ACADEMIES**

- Student Incident Reports
- Safety Records
- School SAVE Plan
- Reports of Fire Department Inspections
- School Contracts
- Management Contract Records
- Outside Contract Records
- SPED Contractor Records
- Fingerprint Clearance Records
- Certification Records