

## **PUBLIC NOTICE**

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

The amended Freedom of Information Law, which first took effect on January 1, 1978, gives you the right of access to many public records, which may include records of the SUNY Charter Schools Institute.

SUNY 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 at:

Charter Schools Institute  
SUNY Plaza  
353 Broadway  
Albany, New York 12246

Charter Schools Institute  
SUNY College of Optometry  
33 West 42<sup>nd</sup> Street, 18<sup>th</sup> Floor  
New York, NY 10036

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

Kyra Lazzaro, Records Access Officer  
State University of New York Charter Schools Institute  
SUNY Plaza  
353 Broadway  
Albany, New York 12246  
Phone: (518) 445-4250  
Facsimile: (518) 320-1572  
E-Mail: [Charters@suny.edu](mailto:Charters@suny.edu)

If you are denied access to a record, you may appeal to the following person:

Kellie Dupuis  
SUNY FOIL Appeals Officer  
State University of New York System Administration  
State University Plaza  
Albany, New York 12246