

**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:

SUNY Charter Schools Institute  
H. Carl McCall SUNY Building  
353 Broadway  
Albany, New York 12246

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

Jean Porterfield, FOIL Records Access Officer  
SUNY Charter Schools Institute  
H. Carl McCall SUNY Building  
353 Broadway  
Albany, New York 12246  
Phone: 518-445-4250  
Email: [jean.porterfield@suny.edu](mailto:jean.porterfield@suny.edu)

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

Aaron Glad  
Records Appeals Officer  
SUNY System Administration  
H. Carl McCall SUNY Building  
353 Broadway  
Albany, New York 12246