



List of School Records and Student Records Maintained

AF Providence Mayoral Academy

AF Illuminar Mayoral Academy

- Student Records
 - Enrollment, including date of entry*
 - Record of schools attended*
 - Records from any previous school*
 - Student information form*
 - Proof of address*
 - Proof of age*
 - Home language survey*
 - Attendance*
 - Course registration*
 - Report cards, progress reports and course grades*
 - Special education records, including IEP, 504 plan, evaluations, and related documents*
 - Disciplinary records*
 - Media release form*
- Student Health Records*
 - Health form*
 - Student Immunization Records*
 - Student Medical Records*
 - Student Accident Reports*
- Safety Records
 - School SAVE Plan
 - Other safety documents (may require redactions due to safety concerns)
- School Contracts
 - Management Contract Records
 - Outside Contract Records
 - SPED Contractor Records*
- Personnel Files*
 - Generally*
 - Fingerprint Clearance Records*
 - Certification Records*
 - Staff roster

* All categories marked with an asterisk may contain personal and confidential or other information that should not be released pursuant to FOIL, the Family Educational Rights and Privacy Act, and/or the Individuals with Disabilities Education Act (exceptions to FOIL).



Achievement**First**

Note: The FOIL Records Access Officer at each school is the Director of School Operations, whom may be contacted as follows:

School	Records Access Officer	Email
AF Illuminar ES	Shawna Melton	shawnamelton@achievementfirst.org
AF Illuminar MS	Alexis Gonzalez	AlexisGonzalez@achievementfirst.org
AF Providence ES	Kelley Fournier	KelleyFournier@achievementfirst.org
AF Providence MS	Salvador Pellerano	salvadorpellerano@achievementfirst.org

In the event that you wish to appeal a decision by a DSO, you may appeal to the Records Access Appeals Officer:

Melika Forbes
General Counsel
Achievement First Network Support
melika.forbes@achievementfirst.org