

List of School Records and Student Records Maintained

Amistad Academy
Elm City College Preparatory
AF Bridgeport Academy
AF Hartford 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).

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

Directors of Operations (DSO) / FOIL Records Officers		
School Name	Full Name	Email
AF Amistad HS	Kyle Wood	kylewood@achievementfirst.org
AF Bridgeport ES	Adrienne Minniefield	adrienneminniefield@achievementfirst.org
AF Bridgeport MS	Laura Fisher	laurafisher@achievementfirst.org
AF Hartford ES	Jamie Gronningsater	jamiegronningsater@achievementfirst.org
AF Hartford Summit MS	Breanna Walker	breannawalker@achievementfirst.org
AF Hartford HS	Laneka Thomas	lanekathomas@achievementfirst.org
Amistad ES	Emma Tingley	emmatingley@achievementfirst.org
Amistad MS	LaShell Rountree	lashellrountree@achievementfirst.org
Elm City ES	Erin Laskey	erinlaskey@achievementfirst.org
Elm City MS	Karin Gould	karingould@achievementfirst.org

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

Blakely Simoneau
General Counsel
Achievement First Network Support
blakelysimoneau@achievementfirst.org