



The Pennsylvania Distance Learning Charter School Right-To-Know Law

Starting in 2009, a new law called Act 3 requires that publicly-funded agencies, including school districts, enact specific policies and procedures regarding requests for information by the public. In compliance with this law, the Pennsylvania Distance Learning Charter School shall make available all allowable documents when requested, following the school's Right to Know Policy.

RIGHT-TO-KNOW LAW

You have the right to request access to public records held by the Pennsylvania Distance Learning Charter School. Requests for public records are to be made to the Open Records Officer. Requests may be submitted in person, by mail, by email, or by facsimile. Requests must be written, and may be made using the School's Public Records Request Form. The form is available at www.padistance.org.

Additionally, requests may be made using the Pennsylvania Office of Open Records Uniform Request Form, available at <http://openrecords.state.pa.us>.

Regulations, policies and procedures of the School are available from the Chief Executive Officer.

The Pennsylvania Distance Learning Charter School Open Records Officer may be contacted at:

Open Records Officer
2200 Georgetowne Dr.
Suite 300
Sewickley, PA 15143
(724) 933-7300 (office)
(724) 933-7655 (fax)
rtkofficer@padistance.com

Contact information for the Office of Open Records at the State:

Commonwealth of Pennsylvania
Office of Open Records
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225
Phone: 717-346-9903
Fax: 717-425-5343