

NORTH SCHUYLKILL SCHOOL DISTRICT



Right-to-Know Law

Requesting North Schuylkill School District Records

Requests for records must be addressed to the Agency Open Records Officer and can be submitted by email, fax, mail or in person. The request should be specific and not seek answers to questions. After filing a request, a response will be issued within five business days.

North Schuylkill's Open Records Officer is:

Merri Lynn Craig,

North Schuylkill School District

15 Academy Lane

Phone: (570) 874-0466 x 1100

Fax: (570) 874-3334

Email: mcraig@northschuylkill.net

Website: <http://www.northschuylkill.net>

Filing an Appeal

When a request is denied or deemed denial, a requester may file an appeal to the Pennsylvania Office of Open Records. The appeal must be filed within 15 business days of the denial or deemed denial date. The appeal must also include the request, agency denial if one exists, and address agency grounds that the request was denied. An appeals officer will determine if the record(s) is subject to public access.

An appeal may be filed to the Office of Open Records via its [Online Appeal Form](#), email, fax or in person at:

Liz Wagenseller, Executive Director

Office of Open Records

333 Market Street, 16th Floor

Harrisburg, PA 17101-2234

Phone: 717-346-9903

Fax: 717-425-5343

Email: openrecords@pa.gov

Website: <http://openrecords.pa.gov>