

# **Rocky River City School District Public Records Access**

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**The Board of Education of the Rocky River City School District supports the right of the people to know about the programs and services of their schools. It is the policy of the Board that openness leads to a better informed citizenry.**

**Public records are available by request during regular business hours. The Rocky River City School District administrative offices are open to the public Monday—Friday, 8:00 A.M. to 4:30 P.M.**

**A written request is not required for a public record, but is helpful in an effort for staff to expedite your request.**

**Requests must allow for a reasonable time to provide records for inspection.**

**Staff will advise of any denials or redactions to your request and must cite the reason and legal authority.**

**Fees charged will be actual costs of copying, as indicated in the current board policy.**

**If you would like to review the District's public records policy or for more information on public record access rights, contact Greg R. Markus, Treasurer at [markus.greg@rrcs.org](mailto:markus.greg@rrcs.org) or at 440-356-6004.**