



Vertus HIGH SCHOOL

21 Humboldt Street
Rochester, New York 14609

Tel (585) 747-8911
Fax (585) 254-1251

What can be requested through the Freedom of Information Law (FOIL)?

Unless an exception applies, the public must be provided with access to Vertus records which includes but is not limited to:

- Administrative files
- Audit reports
- Board Minutes, votes and agendas
- Board Policy Manual
- Budget
- Notes
- Independent Audit Reports
- Financials
 - Accounts Payable
 - Accounts Receivable
 - Payroll
 - Vendor Agreements
 - Facility Lease
- Manuals
- Forms
- Rules
- Regulations
- Codes and Policies
- Student Health Records*
- Student Immunization Records*
- Student Medical Records*
- Student Accident Reports*
- Student Attendance Records*
- Student Academic Records*
- Personnel Records*
- Safety Records
- School Safety Plan
- Reports of Fire Department Inspections
- School Contracts
- Management Contract Records
- Outside Contract Records
- SPED Contractor Records*
- Personnel Files*



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- Fingerprint Clearance Records*
- Certification Records*
- Grievance Records*
- Arbitrations*
- Disciplinary Records*
- FOIL Requests and Appeals

* 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 or the Individuals with Disabilities Education Act (which are exceptions to FOIL).