



Standard Right-to-Know Law Request Form

Please read carefully. Complete this form and retain a copy of **both** pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at <https://www.openrecords.pa.gov>. In most cases, a completed RTKL request form is a public record.

SUBMITTED TO AGENCY NAME: Northern York School District (Attn: AORO)

Date Request Submitted: 01/30/25 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Full Name: Nick DeMarchis

Company (if applicable): _____

Please send response via: Email U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: 177482-23144803@requests.muckrock.com

Mailing Address: DEPT MR 177482, 263 Huntington Ave

City: Boston State: MA Zip: 02115 Telephone: (717) 685-9687

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: *Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.*

Any emails to or from the following district email accounts, between August 15, 2022 and November 30, 2023:

- ksechrist@northernnyork.org
- ahoverter@northernnyork.org
- zkile@northernnyork.org
- ghlatky@northernnyork.org

Form continues on page 2. Retain a copy of both pages.

RECORDS REQUESTED (continued):

- emclean@northernnyork.org
- sbecker@northernnyork.org
- aeichelberger@northernnyork.org
- twelch@northernnyork.org
- jrudy@northernnyork.org
- jcal@northernnyork.org
- cgayman@northernnyork.org
- mjohnson@northernnyork.org

whose subject or message body contains any of the following non-case-sensitive keywords:

- Satan
- Satanic

Please include CC'd and BCC'd messages. If any of the emails contain attachments, please include those attachments as well.

DO YOU WANT COPIES? Yes, printed Yes, electronic No, in-person inspection

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the [Official RTKL Fee Schedule](#) for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than \$100 (or) \$20_____.

Do you want [certified copies](#)? Yes (may be subject to additional costs) No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$_____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.