

RIGHT-TO-KNOW LAW

Under Pennsylvania's Right-to-Know Law ("RTKL"), certain records can be requested from public agencies. Global Leadership Academy Charter School and Global Leadership Academy Charter School Southwest at Huey are public agencies under the RTKL from which records can be requested.

Requests for records must be addressed to the Global Leadership Academy Charter School or Global Leadership Academy Charter School Southwest at Huey's respective 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 (5) business days, though the school may require an additional thirty (30) days to provide a response as to whether the request is denied, granted, or denied in part and granted in part.

Global Leadership Academy Charter School's Open Records Officer is:

Vonetta Boggs
4601 W Girard Ave
Philadelphia, PA 19131
267-295-5700
267-295-5701
vboggs@ga-schools.org

Global Leadership Academy Charter School Southwest at Huey's Open Records Officer is:

Mushir Poole
5200 Pine Street
Philadelphia, PA 19143
215-471-7928
215-471-2979
npoole@ga-schools.org

Important Documents

[Right-to-Know Law Request Form](#)

[Right-to-Know Law](#)

Important Links

[Office of Open Records' Website](#)

[Office of Open Records' Fee Schedule](#)

Filing an Appeal

When a request is denied or deemed denied, 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 denied if one exists, address agency grounds that the request was denied, and state why you believe the records are public records. 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:

Officer of Open Records
333 Market Street, 16th Floor
Harrisburg, PA 17101-2234
Phone: 717-346-9903
Fax: 717-425-5343
Email: openrecords@pa.gov