



**White Pine STEM Academy**  
2664 E. 1<sup>st</sup> Street Ammon, ID 83401  
(208) 715-9772 Phone (208) 522-3207 Fax

**White Pine Charter School**  
2959 John Adams Pkwy Ammon, ID 83406  
(208) 522-4432 Phone (208) 522-4452 Fax



## *Success For Every Student*

**White Pine Charter School**

### **COMMUNITY RELATIONS**

Charter School Record Request Form

### **RECORD REQUEST FORM**

\_\_\_\_\_  
Requester's Name

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Requester's Mailing Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Requester's Telephone Number

Record(s) Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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#### To be Completed By School Personnel:

Date Request Received in Charter School Office: \_\_\_\_\_

10-Day Extension Requested. Document(s)/Item(s) Due: \_\_\_\_\_

Record Requested Granted. Date Mailed to Requester: \_\_\_\_\_

Record Request Partially Denied. Date Letter Mailed to Requester: \_\_\_\_\_

Record Request Denied. Date Letter Mailed to Patron: \_\_\_\_\_

School Personnel Comments/Notes: \_\_\_\_\_

\_\_\_\_\_