

CHITTENANGO CENTRAL SCHOOL

Michael Eiffe, Superintendent

District Offices
1732 Fyler Road
Chittenango, New York 13037-9520
Fax (315) 687-2851

Jason P. Clark
Assistant Superintendent
for Instructional Services
Telephone (315) 687-2854

REQUEST FOR STUDENT RECORDS

Student's Name _____ Date _____

Grade _____ Date of Birth _____

Previous School: _____

Address _____

The above named student has enrolled in our district. To ensure proper placement, please forward copies of the information outlined below and any other pertinent educational records. Information should be directed to the person listed below. Please call if there are immediate special considerations that we should know.

1. Health and Immunization Records, including last physical exam
2. Last Report Card and Schedule
3. Test Data – including all Academic Intervention Services
4. Attendance Record
5. Discipline Record, Transcripts, Exit Grades, Assessments, Science Labs (if applicable)
6. Special Education Records including last psychological, social history, IEP, and evaluations (speech/language, occupational/physical therapy, psychiatric)

Please forward all information to the following:

☐ Ms. Melissa Stanek, Principal
Bridgeport Elementary School
9076 North Road
Bridgeport, NY 13030
Phone: (315) 687-2280
Fax: (315) 687-2281

☐ Mr. Matthew Reilly, Interim Principal
Bolivar Road Elementary School
6983 Bolivar Road
Chittenango, NY 13037
Phone: (315) 687-2880
Fax: (315) 687-2881

☐ Mr. Benjamin New, Director of
Special Education & Pupil
Personnel Services
Chittenango Central Schools
1732 Fyler Road
Chittenango, NY 13037
Phone: (315) 687-2844
Fax: (315) 687-2851
Email: sreid@chittenangoschools.org

☐ Counseling Center
Chittenango Middle School
1732 Fyler Road
Chittenango, NY 13037
Phone: (315) 687-2806
Fax: (315) 687-2801

☐ Counseling Center
Chittenango High School
150 Genesee Street
Chittenango, NY 13037
Phone: (315) 687-2911
Fax: (315) 687-2919

I hereby give my permission to release all information to the above checked school(s).

Parent/Guardian

Revised February 1, 2023