**South Buffalo Charter School Foil Policy Subject Matter List**

**Pursuant to Public Officers Law §87(3)(c), below is a list, by subject matter, of the categories of records maintained by South Buffalo Charter School. Please note that some records may be exempt from disclosure based on privacy, safety, or other legal exemptions.**

**1. Governance and Operations**

● Charter agreement and renewal documents

● Board of Trustees meeting minutes, agendas, and resolutions

● Policies and bylaws

● Annual reports and audits

● School improvement plans

**2. Financial Records**

● Budgets (proposed and adopted)

● Financial statements and audit reports

● Procurement records and contracts

● Payroll records (subject to redaction)

● Expense reimbursements

● Grant applications and reports

**3. Student Records**

*Access to individual student records is protected under FERPA and not subject to FOIL.*

● Enrollment and demographic data

● Academic performance data

● Attendance reports

● Special education program summaries (non-identifiable)

● Suspension and disciplinary data

**4. Personnel Records**

*Personnel files are protected and not subject to FOIL disclosure in full.*

● Staff rosters and titles

● Employment policies and handbooks

● Job descriptions

● Salary schedules (without individual identifiers)

● Certifications and credential reports (non-personalized)

**5. Instruction and Curriculum**

● Curriculum maps and guides

● Instructional materials (non-copyrighted)

● Assessment tools (when not confidential)

● Professional development schedules

**6. Facilities and Operations**

● Facility leases and maintenance agreements

● Safety and emergency protocols

● Building inspection and compliance reports

**7. School Safety and Student Support**

● Code of Conduct

● Discipline policy

● DASA (Dignity for All Students Act) reports (aggregated)

● Health and safety policies

**8. Public Communications**

● Newsletters and community updates

● School calendars

● Website and media communications

This list is reviewed and updated annually. Some documents may be redacted in part or withheld in full if they fall under FOIL exemptions (e.g., documents involving personal privacy, ongoing investigations, or internal deliberations).