



Public Records Request (CORA)

St. Vrain Valley Schools complies with the Colorado Open Records Act (CORA)¹ in terms of public review of district records [Board Policy KDB and KDB-R]. Information attainable by CORA requests include any writing that is made, kept or maintained by St. Vrain Valley Schools, emails and records that are stored in digital filing systems, computers or servers.

St. Vrain Valley Schools' records are public, unless otherwise protected, and shall be available within three business days from the initial request. There is no duty to create a public record that does not already exist.

If the requested records are not readily available and require additional manpower to format or create, certain fees may apply. Full details concerning fees and CORA request protocols can be found at <http://stvra.in/cora>.

Full Name

Organization

Address

City / State / Zip

Phone

Email

Reason for Request

Requested Documents/Records – *Please be specific in detailing the requested information.*