

6.3 TIMELINES FOR PARENTAL REQUESTS FOR INFORMATION UNDER N.C.G.S § 115C-76.40

1. A parent of a child enrolled at Metrolina Regional Scholars Academy may request in writing from the Executive Director or their Designee any of the information the parent has the right to access.
2. The request must be made via email sent to director@scholarsacademy.org. Within 10 business days, the Executive Director or their Designee shall either: (i) provide the requested information to the parent or (ii) provide an extension notice to the parent that, due to the volume or complexity of the request, the information will be provided no later than 20 business days from the date of the parental request.
3. If the Executive Director or their Designee: (i) denies or fails to respond to the request for information within 10 business days or (ii) fails to provide information within 20 business days following an extension notice as provided in subsection (2) of this section, the parent may request in writing any of the information the parent has the right to access, as provided in N.C.G.S. § 115C-76.25, from the Executive Director or their Designee, along with a statement specifying the time frame of the denial or failure to provide information by the Executive Director or their Designee.
4. If the Executive Director or their Designee denies or does not respond to the request for information within 10 business days, the parent may appeal the denial or lack of response to the Metrolina Regional Scholars Academy Board of Directors no later than 20 business days from the date of the request to the Executive Director or their Designee.
5. The Board shall place the parents' appeal on the agenda for the next regularly scheduled board meeting occurring more than three business days after submission of the appeal. During that meeting, the Board shall make a decision regarding the appeal.
6. Pursuant to N.C.G.S. § 115C-76.40(e), a decision of the Board of Directors under that statute is final and is not subject to judicial review.

Date Adopted: December 11, 2023.