

# ESCUELAS PUBLICAS DE LYNN

Welcome Center – 100 Bennett Street, Lynn, MA 01905  
Telephone (781) 592-8796 - Fax (781) 598-3160

Patrick Tutwiler, Ph.D.  
Superintendent

Debra Ruggiero  
Deputy Superintendent



Kevin J. McHugh  
School Business Administrator

Kimberlee Powers  
Deputy Superintendent

In accordance with the Massachusetts Department of Education, Student Record Regulations (603 CMR 23 00-23 12 dated 6/8/90), please forward as soon as possible all academic records, achievement test scores, attendance, behavior and related information that may be helpful for the proper educational placement of this student. Massachusetts law requires that a transfer form must accompany these records.

## AUTORIZACION PARA SOLICITAR REGISTROS

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Grade: \_\_\_\_\_ School: \_\_\_\_\_

Former School Address: \_\_\_\_\_

School Telephone: \_\_\_\_\_ Fax No.: \_\_\_\_\_

### PARENT AUTHORIZATION

I hereby authorize the above named school to release to LYNN PUBLIC SCHOOLS any records or reports pertaining to the above mentioned student.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Phone Number: \_\_\_\_\_

### Records should be sent within three days to:

Lynn Public Schools Administration Building  
Welcome Center  
100 Bennett Street  
Lynn, MA 01905  
Fax:(781) 592-8796

Date Sent: \_\_\_\_\_

Staff Name: \_\_\_\_\_