

If Records of Your School District Have Been Damaged in Hurricane Sandy

To protect important records damage by Hurricane Sandy, your district must respond quickly. Do not destroy any records, even if you think they are completely ruined. Instead, contact the Archives about destroying any records before you do so, so that staff can ensure that the records are unsalvageable and that you are conducting records destruction according to the law.

For more advice on responding to a records disaster, contact the New York State Archives, a unit of the State Education Department, at ARCH_SOS@mail.nysed.gov or at 518-474-6926.

For more information on disaster response, see our webpage at http://www.archives.nysed.gov/a/records/mr_disaster.shtml, which also has information on disaster recovery grants available for school districts through the State Archives.

For information on applying for grants from the Federal Emergency Management Administration (FEMA), see the Archives' relevant webpage here: http://www.archives.nysed.gov/a/records/mr_FEMA_disaster_assistance.shtml.