



Office of Elementary, Middle, Secondary and Continuing Education
OFFICE OF STATE ASSESSMENT, Room 775 EBA
Tel. 518-474-5902
Fax 518-474-1989

January 2004

TO: Principals of Public and Nonpublic Schools in New York City
FROM: Steven E. Katz, Bureau Chief *SEK*
SUBJECT: Regional Centers for the January 2004 Regents Examination Period

Emergency supplies of test booklets will be located at the regional centers listed below. These centers are intended to provide test booklets for last-minute emergencies, when copies can no longer be obtained from the Department. The officials in charge are authorized to release examination booklets **only** on the day of the examination. **Only** materials for morning examinations will be released in the morning; materials for afternoon examinations may be released any time **after** 11:00 a.m. Scoring keys will not be released until **after** the Uniform Statewide Admission Deadlines (10:00 a.m. for morning examinations; 2:00 p.m. for afternoon examinations).

Please contact the official in charge of the regional center before sending a representative to pick up test materials. The person sent to pick up an emergency supply of test materials must present authorization written on school letterhead stationery and signed by the principal. The authorization must identify the person picking up the materials and list the specific materials requested. The school representative obtaining examination materials must provide identification with a photograph, countersign the authorization letter, and leave it with the official in charge of the regional center.

80. MANHATTAN

Maureen Lynch
Martin Luther King, Jr., High School
122 Amsterdam Avenue
212-501-1300
212-501-1350 (fax)

81. BRONX

Al Davino
Herbert H. Lehman High School
3000 E. Tremont Avenue
718-904-4200
718-904-4285 (fax)

83. BROOKLYN

Kathleen Farrell
Midwood High School
2839 Bedford Avenue
718-724-8500
718-724-8515 (fax)

84. QUEENS

Marina Rodriguez
Francis Lewis High School
58-20 Utopia Parkway
Flushing, NY 11365
718-357-7740 ext. 508
718-357-5903 (fax)

85. STATEN ISLAND

Christine Drucker
New Dorp High School
465 New Dorp Lane
718-667-8686 ext. 3203
718-987-4889 (fax)