TO: Principals of Secondary Schools in New York City

FROM: Clara DeSorbo  Clara DeSorbo

SUBJECT: Regional Centers for the August 2023 Regents Examination Period

Emergency supplies of examination booklets will be located at the regional centers listed below. These centers are intended to provide examination booklets for last-minute emergencies when copies cannot 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 10:30 a.m. Scoring materials for all examinations will be made available on the Department’s website at approximately 11:00 a.m. for morning examinations and at approximately 3:00 p.m. for afternoon examinations on the scheduled administration date.

Please contact the official in charge of the center before sending a representative to pick up examination materials. The person sent to pick up an emergency supply of examination 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 and must countersign the authorization letter and leave it with the official in charge of the center.

80. MANHATTAN
   Jonathan Ortiz
   MLK, Jr., Educational Campus
   122 Amsterdam Avenue, Room 205E
   jortiz23@schools.nyc.gov

81. BRONX
   Yuk Fung Lam
   Herbert Lehman HS
   3000 East Tremont Avenue
   ylam2@schools.nyc.gov

83. BROOKLYN
   Laura Dalla Betta
   Sunset Park HS
   153 35th Street, Room B08A
   ldallabetta@schools.nyc.gov

84. QUEENS
   Barbara Marcisak
   Francis Lewis High School
   58-20 Utopia Parkway
   bmarcis@schools.nyc.gov

85. STATEN ISLAND
   Edward Lam
   Petrides Educational Complex
   715 Ocean Terrace
   Bldg. A, Rm. A114
   elam2@schools.nyc.gov