Policy 9420.1 a.

Monticello Central School District

237 Forestburgh Road, New York 12701 ● Tel (845) 794-7700 x 70910 ● Fax (845) 794-7710

Daniel A. Teplesky
Superintendent of Schools

Parent or Legal Guardian Request
Annual Professional Performance Review (APPR)
Effectiveness Score and Rating for Principal OR Teacher

Please complete AND sign this request form and mail it to:

Monticello Central School District
237 Forestburgh Road
Monticello, NY 12701

Please mail your request; faxed or e-mailed requests will not be accepted. It is the obligation of the school district to verify all information provided in this request.

NOTES

- A separate request form MUST be completed for **each** student and **either** a teacher **or** a principal on each form. Feel free to make copies of the form as you find necessary.
- If your child is in an alternative learning location, you must contact that school directly to receive the appropriate Effective Score and Rating Information.

Student Name: _____

School Building: Elementary School q Junior/Senior High School q **Grade:** _____

Name of parent or legal guardian making request: _____

Address: _____

_____

City: _____ **State:** _____ **Zip:** _____

Telephone: (_____)_____ **E-mail:** _____

Principal OR Teacher name for whom final qualify rating and composite effectiveness score is requested:

I attest that I am the parent or legal guardian of the above-mentioned student and I understand that under section 3012-c of the Education Law, this information is <u>not</u> subject to public disclosure pursuant to article six of the Public Offenders Law (the Freedom of Information Law). <u>It is intended only for informational purposes of the parent or legal guardian of the student for whom the request was made.</u>

_____ _____
Signature of Parent or Legal Guardian *Date*

"…One Vision, One Goal, One Monticello"

Monticello Central School District

237 Forestburgh Road, New York 12701 ● Tel (845) 794-7700 x 70910 ● Fax (845) 794-7710

Daniel A. Teplesky
Superintendent of Schools

Parent Name: _____ **Student Name:** _____

Parents/Guardians are able to have the information shown below for the teacher(s) and building principal who provide the instruction during their time in school. The information that we are permitted to provide is determined by law and can be found on this document.

Should you have additional questions not answered here, we will do our best to help you understand the evaluation system. Please contact the building administrator or the Superintendent of Schools to set up a meeting to assist in this process.

Other resources for parents as well as the teacher/leader effectiveness process can be found online at http://engageny.org. This site is developed and maintained by the New York State Education Department to support the implementation of key aspects of the New York State Board of Regents Reform Agenda. It is also the official website for current materials and resources related to the Regents Reform Agenda.

Teacher/Principal Name: _____ **Academic Year:** _____

Final Quality Rating

- ☐ Highly Effective
- ☐ Effective
- ☐ Developing
- ☐ Ineffective

Composite Effectiveness Score

Explanation of Rating and Scoring

The *Final Quality Rating* and *Composite Effectiveness Score* are both determined through a three part evaluation system.

- ✓ The academic growth of students as they move from one year of education to the next makes up the 20% of the Final Quality Rating depending upon the grade level of the student.
- ✓ The achievement of students makes up an additional 20% of the rating score again depending upon the grade level of the student.
- ✓ The final 60% of the rating and score is developed through the use of a NYSED approved evaluation rubric.

The rubric is administered through observations (both long and short in length) and other demonstrations of the academic progress of students as defined by law.

Rating Categories	Standards	Scoring Bands
Highly Effective	Overall performance and results exceed standards	91-100
Effective	Overall performance and results meet standards	75-90
Developing	Overall performance and result need improvement in order to meet standards	65-74
Ineffective	Overall performance and results do not meet standards	0-64

For School District Use Only

q Request Received By: _____

q Request Received Date: _____

q Request Received Method:

▸ q Written Letter via ▸▸ q Mail q E-mail

q Request Verified Method:

q Response Date:

q Response Method:

▸ q Personal q Phone q Mail q E-mail

q Teacher/Principal Notified Date _____

q Teacher/Principal Notification via:

▸ q Personal q Phone q Mail q E-mail

q Copy to Teacher/Principal File

Under section 3012-c of Education Law, this information is not subject to public disclosure pursuant to article six of the Public Officers Law (the Freedom of Information Law). It is intended only for informational purposes of the parent or legal guardian of the student for whom the request was made.

"…One Vision, One Goal, One Monticello"