

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

New York State law allows parents and legal guardians of a student to request the effectiveness score and the final quality rating of teachers and principals to which the student is assigned for the current school year. To request this information about your child's current teacher(s)/principal please complete this request form and mail it to:

Monroe 2-Orleans BOCES
Attn: Human Resources Department
3599 Big Ridge Road
Spencerport, NY 14559

Please mail your request; faxed or emailed requests will not be accepted. BOCES is obligated to verify all information provided in this request.

Student name: _____

Program name, building, and grade where student currently attends:

Name of parent or legal guardian making request: _____

Address: _____

Phone number: _____

Teacher and Principal Name(s) for whom final quality rating and/or composite effectiveness is requested:

I attest that I am the parent or legal guardian of the above-mentioned student and that I understand that the information is intended for my own use only and the information provided will not be disseminated.

Signature of Parent or Legal Guardian

Date

For BOCES Use Only

Received (date) _____ by (staff name) _____

Request verified (date) _____ by (staff name) _____

Response mailed (date) _____ by (staff name) _____