

NOTICE OF THE RIGHT OF PARENTS AND LEGAL GUARDIANS TO RECEIVE ANNUAL PROFESSIONAL PERFORMANCE REVIEW FINAL EFFECTIVENESS RATING SCORES PURSUANT TO EDUCATION LAW § 3012-c and § 3012-d

Education Law Section 3012-c and Section 3012-d prohibits the disclosure of annual professional performance reviews of individual teachers and principals under the Freedom of Information Law (Article 6 of the Public Officers Law).

While this information is not subject to disclosure to the general public, parents and legal guardians of students in the District have rights, upon request, to review and receive the final quality rating (i.e. Highly Effective, Effective, Developing or Ineffective) of individual teachers and principals to whom their children have been assigned for the current school year.

Parents and legal guardians may review and receive this information by mail, by telephone or in person. Upon request, a parent or legal guardian shall be entitled to receive an oral or written explanation of the effectiveness ratings; and be offered opportunities to understand such ratings in the context of teacher evaluation and student performance.

The District has a legal obligation to make reasonable efforts to verify that any such request is a bona fide request by a parent or guardian entitled to review and receive such data pursuant to this paragraph. Consequently, we have created a form to be utilized when a parent or legal guardian requests information regarding their child's current teacher(s) and building principal.

In addition to this form being available on the District's website, it is available at the following building(s): Fort Montgomery Elementary School, Highland Falls Intermediate School, and James I. O'Neill High School.

If you have any questions regarding this notice, please contact:
Superintendent of Schools
PO Box 287
Highland Falls, NY 10928

FORM TO OBTAIN THE RATING OF MY CHILD'S TEACHER OR PRINCIPAL

REQUEST FOR RELEASE OF ANNUAL PROFESSIONAL PERFORMANCE REVIEW FINAL EFFECTIVENESS RATINGS PURSUANT TO EDUCATION LAW SECTION 3012-c and SECTION 3012-d*

Name of Parent(s)/Legal Guardian(s): _____

Name and ID number(s) of student(s): _____

Grade level of student(s): _____

To request the final effectiveness rating for teachers, please complete the following information:

Teacher's Name: _____

Subject area/grade level provided to the above-named child: _____

Teacher's Name: _____

Subject area/grade level provided to the above-named child: _____

Teacher's Name: _____

Subject area/grade level provided to the above-named child: _____

To request the final effectiveness rating for the above-named child's principal, please complete the following information:

Principal's Name: _____

Building: _____

I would like to receive the information requested above via (check whichever is applicable):

___ Regular Mail and my address is: _____

___ Telephone and my telephone number is: _____

___ In person [Please provide your telephone number in the space above so that the District may contact you shortly after receipt of this form to schedule a date and time for a conference.]

PLEASE RETURN THIS FORM TO:
Office of the Superintendent of Schools
PO Box 287
Highland Falls, NY 10928

*** Note: Pursuant to Education Law Section 3012-c, classroom teachers and building principals are entitled to strict privacy rights with respect to the disclosure by the District of the information that will be furnished to you. We are confident that you will respect those privacy rights.**