

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

New York State law allows parents and legal guardians of a student to request the effectiveness scores and final ratings of teachers and principals to which the student is assigned for the current school year. To request this information about your child's current principal please complete this request form and mail or deliver it in person to your student's Building Administrator. Faxed or emailed requests will not be accepted. It is the obligation of the school district to verify all information provided in this request.

Student Name (limit one student per form)

Parent or legal guardian making request

Address: _____

Phone

School and grade where student currently attends (please circle)

Primary School

Intermediate School

Middle School

High School

K 1 2

3 4 5

6 7 8

9 10 11 12

Name of Principal or Teacher/s for whom final quality rating and 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.

Signature of Parent or Legal Guardian

Date

For School District Use Only	
Received (date): ___/___/___	by (staff name): _____
Request Verified (date): ___/___/___	by (staff name): _____
Response mailed (date): ___/___/___	by (staff name): _____