

Policy #6130
Adopted
March 8, 2018

All Staff Members

The administration will undertake a continuous program of supervision and evaluation of all personnel, including support staff, in the District. The primary purposes of the evaluations will be to encourage and promote improved performance and to make decisions about the occupancy of positions.

Teachers and Administrators

The District is committed to supporting the development of effective teachers and administrators. To this end, the District will provide procedures for the evaluation of all professional staff. District plans for Annual Professional Performance Review (APPR) of teachers and principals will be developed in accordance with applicable laws, Commissioner's regulations, and Rules of the Board of Regents.

The primary purposes of these evaluations are:

- a) To encourage and promote improved performance;
- b) To guide professional development efforts; and
- c) To provide a basis for evaluative judgments by applicable school officials.

Disclosure of APPR

The Commissioner is required to disclose professional performance review data for teachers and building principals on the New York State Education website and in any other manner to make this data widely available to the public. The District will provide

notice to parents or legal guardians of their right to obtain this information and the methods by which the data can be obtained.

Upon request, parents or legal guardians have the right to review and receive the final quality ratings of individual teachers and principals of their children. The District will provide conspicuous notice to parents or legal guardians of their right to obtain the final quality rating of each of the teachers and the principal for the child's assigned school building and the methods by which this data can be obtained. This notice may be provided on the District's website and/or with other annual notifications.

Disclosure of Data to Parents or Guardians

Parents or legal guardians may contact the Office of the Superintendent to set up an appointment to receive, in person or by phone, the final quality ratings for their child's designated teacher(s) and principal.

In accordance with law, prior to the release of any data, school officials will make reasonable efforts to verify that any request to receive this data is a bona fide request by a parent or guardian entitled to review the data. If requesting the information in person, parents or legal guardians may be asked to produce photo identification to verify their relationship to the student. If requesting the information by phone, parents or legal guardians may be asked to relay personally identifiable information from their student's file that is not commonly known, in order to verify their relationship.

With the disclosure of ratings, parents or legal guardians may also request an oral or written explanation of the ratings, and be offered opportunities to understand them in the context of teacher evaluation and student performance. The District may also refer parents to the APPR plan, located on the District's website.

Annual performance reviews of individual teachers and principals will not be subject to disclosure under the Freedom of Information Law (FOIL).

Education Law §§ 3012-c, 3012-d

Public Officers Law §§ 87 and 89

8 NYCRR §§ 80-1.1 and 100.2(o)