Pittsford Central School District

Teacher/Principal Composite Effectiveness Score Request

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

Under New York State law, parents and legal guardians of a student may request the Composite Effectiveness Score (CES) of teachers and principals to which their student is assigned for the current school year. Please complete this request form in its entirety and mail to:

Shawn Clark
Assistant Superintendent of Human Resources
75 Barker Road-Administrative Offices
Pittsford, New York 14534

Please mail your request or drop it off at the location designated above. Fax or e-mail submissions will not be accepted. It is the obligation of the school district to verify all information provided in this request.

Student name: _____   Student Date of Birth: ___/_____/_____

School and grade where student currently attends: _____

Name of parent or legal guardian making request: _____

Address: _____

_____

_____

Phone number: _____

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

_____

I affirm 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 DISTRICT USE ONLY

Appeal Pending: Y/N

Date Received: _____ by _____   Parent appointment scheduled on: _____

Date Request Verified: _____ by _____   **Parent/Guardian Initials upon verbal**

Date Parent appointment held: _____ by _____   **receipt of data**:_____