



# Berne-Knox-Westerlo Central School District Request for Teacher or Principal Overall Composite Score & Effectiveness Rating

Date: \_\_\_\_\_

Requesting Parent/Guardian: \_\_\_\_\_

Child's Name: \_\_\_\_\_

School Presently Attending: \_\_\_\_\_

Name of Teacher(s) or Principal for whom scores are being requested:

_____	_____
_____	_____
_____	_____
_____	_____

**Please Note:**

- This form must be complete in order to request the final rating and composite score for your child's teacher(s) and/or principal.
- The teacher(s) and/or principal for whom scores are requested must be providing instruction/principal of your child's school for the current school year.
- An appeal of the APPR by the teacher/principal will delay providing this information until such time as the appeal is concluded.
- A district staff member will be in contact with you after your request is processed to detail how the composite score(s), and an explanation of such ratings, will be delivered to you.
- A district may notify teachers which parents have requested their scores.

### Parent Statement of Understanding

As the parent or legal guardian of a child in the Berne-Knox-Westerlo Central School District, I understand that I have the right to obtain information related to the Annual Professional Performance Review consisting of the final rating and composite score for my child's teacher(s) and/or principal.

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

**For Internal Use Below This Line**

In accordance with Education Law §3012-c, I have made reasonable efforts to verify this request is a bona fide request by a parent or guardian.

Signature of Administrator or Designee: \_\_\_\_\_

Date: \_\_\_\_\_

Follow-up to the requested party was completed on:

Date: \_\_\_\_\_

Place parent/guardian identification  
(photo ID)  
  
HERE  
  
prior to photocopying  
(if necessary to verify identity)