

**NOTICE OF THE RIGHT OF PARENTS AND LEGAL GUARDIANS TO RECEIVE  
ANNUAL PROFESSIONAL PERFORMANCE REVIEW FINAL QUALITY RATINGS  
& COMPOSITE  
EFFECTIVENESS SCORES PURSUANT TO EDUCATION LAW § 3012-c**

Education Law Section 3012-c 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) and composite APPR effectiveness score (0 through 100) of individual teachers and principals to which their children have been assigned for the current school year.

Parents and legal guardians may review and receive this information in person.

Upon request a parent or legal guardian shall be entitled to receive an oral explanation of the composite effectiveness scoring ranges for final quality ratings; and be offered opportunities to understand such scores in the context of teacher evaluation and student performance.

The BOCES 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. A separate form must be filled out for each score requested.

1. It is important for BOCES parents to understand that this is the first year of a new, untested evaluation system and will not change the current practices for assigning students to teachers.
2. We hold our teachers to high standards and are very proud of the work they do each and every day.
3. No APPR composite scores or ratings will be provided until all appeals are completed.
4. The BOCES obligation to disclose this information is limited to those teachers and building principals subject to Education Law 3012-c.

This Form is available on the BOCES website at: [www.dcboces.org](http://www.dcboces.org).

In addition, this Form is available at the following building:

Dutchess BOCES  
Administration Building  
5 BOCES Road  
Poughkeepsie, NY 12601

**REQUEST FOR RELEASE OF ANNUAL PROFESSIONAL PERFORMANCE REVIEW  
FINAL QUALITY RATINGS AND COMPOSITE EFFECTIVENESS SCORES  
PURSUANT TO EDUCATION LAW SECTION 3012-c\***

**Name of Parent(s)/Legal Guardian(s):** \_\_\_\_\_

**Name and ID number of student:** \_\_\_\_\_

**Grade level of student:** \_\_\_\_\_

Please write in the spaces provided below the name of the teacher and Grade level/ subject area of instruction the teacher currently provides to the above-named student if you are also requesting his/her final quality rating and composite effectiveness score:

**Name:** \_\_\_\_\_ **Subject Area/Grade Level:** \_\_\_\_\_

Please write in the spaces provided below the name of the building principal and the building to which the student is assigned for the current school year: if you are also requesting his/her final quality rating and composite effectiveness score:

**Name:** \_\_\_\_\_ **Building:** \_\_\_\_\_

The BOCES will contact you shortly after we receive your request to receive APPR rating and/or composite scores to schedule an appointment to meet and provide you the information orally.

**Phone Number for us to contact you to schedule appointment:** \_\_\_\_\_

**PLEASE RETURN THIS FORM TO:**

**DR. LINDA HEITMANN  
DEPUTY SUPERINTENDENT  
DUTCHESS BOCES  
5 BOCES ROAD  
POUGHKEEPSIE, NY 12601  
or via email to: [linda.heitmann@dcboces.org](mailto:linda.heitmann@dcboces.org)**

**\* 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.**