

MANHASSET UFSD
MANHASSET'S COMMITMENT TO THE IMPROVEMENT OF INSTRUCTION:
The ANNUAL PROFESSIONAL PERFORMANCE REVIEW

An Information Guide for Parents and Guardians

What is the Annual Professional Performance Review (APPR)?

- The Annual Professional Performance Review (APPR) is an evaluation of a teacher's or principal's practice.
- A teacher's performance will be evaluated based upon:
 - Marshall Teacher Evaluation Rubric
 - Student Achievement
 - Growth Data
- A principal's performance will be evaluated based upon:
 - Marshall Principal Evaluation Rubric
 - Student Achievement
 - Growth Data

Is this something new?

- Teachers and principals have always been evaluated. However, the evaluations must now include student achievement and growth data, and meet other State Education Department regulations as required by law.

How often are principals and teachers evaluated?

- Teachers and principals are evaluated annually.

How are the teachers and principals evaluated?

- Teachers & principals will receive a single composite score each year. Each score corresponds to one of the following rating categories:
 - Highly Effective: 91-100
 - Effective: 75-90
 - Developing: 65-74
 - Ineffective: 0-64

Where can I find information on my District's APPR Plan?

- The district's APPR plan can be found on the district's website at: www.manhasset.k12.ny.us

What happens if a teacher or principal receives a score in the Developing or Ineffective range?

- If a teacher or principal receives a final rating of "developing" or "ineffective," he/she will receive a teacher or principal improvement plan (TIP or PIP).

Can I obtain the rating of my child's teacher or principal?

- Yes. Per Education Law 3012-c 10(b), parents and legal guardians of a student may request the final rating and the overall effectiveness score for each teacher and building principal to which their child is currently assigned. See instructions on the following page for obtaining the composite score and rating.

Who evaluates teachers and principals?

- Teachers are evaluated by their Principal, Assistant Principal, Director, Assistant Director, or Subject-area Coordinator.
- Principals are evaluated by the Superintendent of Schools and the Assistant Superintendent for Curriculum and Instruction.

INSTRUCTIONS FOR OBTAINING THE COMPOSITE SCORE AND RATING
FOR YOUR CHILD'S TEACHER(S) OR PRINCIPAL:

- *Please fill out the “REQUEST FOR FINAL COMPOSITE APPR SCORE & RATING” form appearing on the following page and submit it in person to Mrs. Martine Kruger in Central Office at the Manhasset Secondary School.*
- *Information can only be provided directly to parents or legal guardians, therefore photo identification will be required. Please be sure to have it with you.*
- *Information can only be provided for your child's current teacher(s) or principal.*
- *Once the request form has been received and identification verified, we anticipate being able to provide scores within 10 school days. If demand is high, additional time may be needed. SCORES WILL BE MAILED to your registered home address.*

Manhasset Public Schools

REQUEST FOR FINAL COMPOSITE APPR SCORE AND RATING

Please submit this form to Mrs. Martine Kruger in the Secondary School Central Office - (ph. 267-7701)

I, _____ certify that I am the parent or legal guardian of _____, a student at _____ School.

I am hereby requesting the 2013-14 final quality rating and composite effectiveness score for my child's current teacher(s):

Teacher	Subject/Grade	<i>For District Use Only</i>	
		<i>Composite Effectiveness Score (0 – 100)</i>	<i>Final HEDI Rating</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I acknowledge that I am receiving this requested information as the parent or legal guardian of _____, and that the requested information is not subject to public disclosure under the New York State Freedom of Information Law (FOIL). I acknowledge that I will not share this information with others or post it on social media. I further understand that an explanation of the scoring ranges appears on page 1 of this document, and the APPR plan is available on the District's website at www.manhasset.k12.ny.us

_____ Date

_____ Parent/Guardian Signature

<i>For District Use Only</i>	
<i>Information provided on (date):</i> _____	<i>Information provided by:</i> _____
<i>Identification verified via (check one):</i> <input type="checkbox"/> <i>Valid NYS Driver's License</i> <input type="checkbox"/> <i>Other form of picture ID</i>	
<i>Notes:</i> _____	<i>U.S. Mail Address:</i> _____