



Sweet Home Central School District
of Amherst and Tonawanda

Office of Assistant Superintendent
1901 Sweet Home Road • Amherst, New York 14228
JoAnn Balazs, Assistant Superintendent,

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) teachers and principals to which the student is assigned for the current school year. Please complete this request form in its entirety and mail it to:

JoAnn Balazs
Assistant Superintendent
1901 Sweet Home Road
Amherst, New York 14228

Once completed, the form must be dropped off in person to the Office of Human Resources between the hours of 7:30am and 4:00pm, Monday through Friday. 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

Date Received: _____ by _____ Date Request Verified: _____ by _____

Date Parent/Guardian Informed: _____ Date Response Mailed: _____ by _____

Appeal Pending: Y / N