

Miller Place Union Free School District

7 Memorial Drive, Miller Place, New York 11764-2036
Telephone: (631) 474-2700 Fax: (631) 474-0686

Superintendent of Schools

Dr. Marianne F. Cartisano

Deputy Superintendent

Seth A. Lipshie

Assistant Superintendent

Susan G. Craddock

Executive Director for Educational Services

Sandra A. Wojnowski

School Business Official

Colleen V. Card

Board of Education

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Keith Frank, Trustee

Bryan Makarius, Trustee

Richard Panico, Trustee

September 2021

Education Law §3012-c provides that each school district and board of cooperative educational services shall fully disclose and release to the parents and legal guardians of a student the final quality rating and composite effectiveness score for each of the teachers and for the principal for the current school year upon the request of such parents and legal guardians. The overall quality rating may be released to a parent only for his or her own child.

The district process for a parental request for the final quality rating and composite effectiveness score is described below.

1. Complete a *Request for Quality Rating and Composite Effectiveness Score* form which can be found at www.millerplace.k12.ny.us.
2. Read, sign, and date the *Information Disclosure* acknowledgement at the bottom of the form. Any incomplete forms will be returned.
3. Forward the completed form and a copy of a valid New York State Driver's license or other form of photo ID to the Miller Place District Office or email to the attention of Mrs. Susan G. Hodun, Assistant Superintendent at shodun@millerplace.k12.ny.us.
4. You will receive the final quality rating and composite effectiveness score for the teacher(s) or principal requested within 10 business days from the date that your request is received by the District.

Please visit the District website where you will also find the *Explanation of the Composite Effectiveness Scoring Ranges for Final Quality Ratings* document and the Miller Place School District Annual Professional Development Plan.

Sincerely,

Marianne Cartisano, Ed. D.
Superintendent