

**IROQUOIS SPECIAL EDUCATION ASSOCIATION
NOTICE OF APPEAL
OF UNSATISFACTORY SUMMATIVE EVALUATION RATING**

This form is for use if a teacher desires to appeal an unsatisfactory summative evaluation rating issued after July 1, 2020. **Teachers should review the Appeals Process for "Unsatisfactory" Summative Performance Evaluation Ratings set forth in the ISEA Teacher Evaluation Plan prior to completing this form.** Please print or type and submit the completed notice of appeal to the Director. Untimely appeals will not be advanced to the panel of qualified evaluators for review.

Name: _____

Position: _____

Tenure: Yes _____ No _____

Evaluator: _____

Evaluation Period: _____

Date of Summative Conference: _____

Date Summative Rating Form Issued: _____

General Instructions to Teacher:

Please state the reasons the "unsatisfactory" rating is erroneous. You must identify all facts or evidence to support the basis for your appeal. You must also identify the type of error: (a) computational error; (b) procedural error; and/or (c) misinterpretation or misapplication of the professional practice rating. Reasons, facts or evidence not specified in this form will not be considered by the panel and will be deemed to have been waived.

Reasons for Appeal:

(Attach additional sheets, if necessary)

Teacher Signature: _____

Date Submitted: _____

To be completed by Director:

Dated Received: _____

Panel of qualified Evaluators: _____

Date Written Record of the Rating was Prepared: _____

Dated Written Record Submitted to Panel: _____

To be completed by Panel of Qualified Evaluators:

Date of Receipt of Written Record of the Rating: _____

Date(s) Panel Met: _____

The appeal of the above-named teacher was reviewed and we determined that the "unsatisfactory:
summative evaluation rating be: Upheld _____ Revoked _____

If Revoked, it is the panel's recommendation that ISEA issue the following replacement rating to the
teacher: Excellent _____ Proficient _____ Needs Improvement _____

Signed:

Date:

