

Within ten days of receipt of these charges, you must elect to request a hearing before an impartial hearing officer, or waive your right to such a hearing. If you have been advised that the charges involve pedagogical misconduct or issues of pedagogical judgement, you may elect to request a hearing before a three member panel. Should you fail to so request or to waive within the specified ten days, the district clerk or the secretary of the board of education will notify both you and the Commissioner of Education that a waiver has been deemed to have occurred and that the board of education will meet to determine the case and fix the penalty or punishment, if one is to be imposed.

\_\_\_\_\_  
(Date of Notice)

\_\_\_\_\_  
(Signature of District Clerk or Secretary  
of the Board of Education)

\_\_\_\_\_  
(Please Type or Print Name)

**Copy must be sent to:**

Commissioner of Education  
State Education Department  
Maryann Fairman, Supervisor  
Teacher Tenure Hearing Unit  
Education Building Annex, Room 981  
Albany, New York 12234

Attached is a copy of the Rights of Tenured Employees under Section 3020-a of the Education Law. **A copy of this charge is being forwarded to the New York State Commissioner of Education, as required by law.**