

The University of the State of New York
The State Education Department
Teacher Tenure Unit
Education Building Annex, Room 981
Albany, New York 12234

Notice of Determination of Probable Cause on
Charges Brought Against Tenured School District Employee
Section 3020-a, Education Law

To: _____
(name of tenured school district employee)

Address: _____
(address of the tenured school district employee)

Please be advised that (board of education, board of cooperative educational services)

_____, _____
(legal title of district) (address)

meeting in executive session on _____, has found that there is probable cause (date)

for the following charge preferred against you by _____:
(name of complainant)

(Please describe charge in detail)

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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
McKenzie Johnson
Teacher Tenure Unit
Education Building Addition, 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.**