



**Department of
Education**

Carmen Fariña, Chancellor

New York City Department of Education
Teacher Recruitment and Quality
Attn: Field Services Support
65 Court Street
Brooklyn, NY 11201

Summons to Disciplinary Conference

March 21, 2017

Francesco Portelos

Employee File No. [REDACTED]

Dear Mr. Portelos:

I have scheduled an appointment for you to meet with me at your current assignment on Thursday, March 23, 2017, at 10:30 AM: P.S. 046, 41 Reid Avenue, Staten Island, NY 10305.

The purpose of the meeting is to discuss the report of the Office of the Special Investigations (OSI Case #16-07353X), which concludes that, you violated Chancellor's Regulation A-820 and FERPA by posting student education records on the internet.

Because this conference may lead to disciplinary action, you may bring a union representative.

Sincerely,

Mark J. Ryan
Principal/Field Supervisor