August 2021

Dear Parent:

We are pleased to notify you that in accordance with Every Student Succeeds Act of 2015, you have the right to request information regarding the professional qualifications of your child’s teacher. Specifically, you may request the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.

- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria has been waived.

- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.

- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to receive this information, please go to the school’s website and print a Teacher Qualification Form or request a form from the main office. Complete the top of the form and return it to your child’s school. Should you have any questions, feel free to contact the school and someone will assist you.

Sincerely,

Tamara Winston
Principal
Parents Right-To-Know ● Request Teacher Qualifications

I am requesting the professional qualifications of ____________________________________________

who teaches my child, ___________________________________ at ________________________________

Child’s Name (Please Print) School (Please Print)

My mailing address is ________________________________________________________________

Street (Please Print) City Zip

My telephone number is ______________________________________________________________

My name is ____________________________________________________________

Name (Please Print)

_________________________________ Signature ____________________________ Date

This Section to be Completed by the School

Date Form Received: ____________________________ Received by: ____________________________

Teacher’s Name: ____________________________ Subject: ____________________________

Has the teacher met state qualifications and licensing criteria for the grade levels and subject areas in which he/she teaches?

Yes No

Is the teacher teaching under emergency or other provisional status?

Yes No

Undergraduate Degree _______________________________ (University/College)

Major Discipline ______________________________________

Graduate Degree _______________________________ (University/College)

Major Discipline ______________________________________

Does a paraprofessional provide instructional services to the student?

__________ Yes ____________ No

If yes, what are the qualifications of the paraprofessional?

High School Graduate ____________________________ (Year)

Undergraduate Degree _______________________________ (University/College)

Major/Discipline ______________________________________

College/University Credit ______________________ (Hours)

Major/Discipline ______________________________________

_________________________________ Signature of Person Completing Form ____________________________ Date Returned to Parent