



Office of the Principal

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Notice of Right to Know Teacher Qualifications

Issue Date: March 14, 2007

Revised: June 26, 2009

Sources: Office of Federal Programs

Key Words: Parent, Teacher Qualification

Date: September 4, 2015

RE: No Child Left Behind (NCLB) Act, Section 1111 (h)(6)(A)

Dear Parent/Guardian:

You have the right to know about the teaching qualifications of your child's classroom teacher in a school receiving Title I funds. The federal No Child Left Behind (NCLB) Act requires that any local school district receiving Title I funds must notify parents that they may ask about the professional qualifications of their child's classroom teacher.

These qualifications include:

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives state licensing requirements.
3. The undergraduate degree major of the teacher and any other graduate degree or certification (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
4. Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications.

You may ask for the information by returning this letter to the address listed above. Or you may fax or e-mail your request to the above listed fax number or e-mail address. Be sure to give the following information with your request:

Child's full name _____

Parent/guardian full name _____

Address _____

City, state, ZIP _____

Teacher's name _____

Sincerely,
Josh H. Conley, Ed.D.
Principal
Hamilton Elementary School