PROFESSIONAL PERSONNEL

Exhibit – Notice to Parents of Their Right to Request Their child’s Classroom Teachers’ Qualifications

[On District letterhead]

Date

Re: You May Request Your Child’s Classroom Teachers’ Qualifications

Dear Parents/Guardians:
As a parent/guardian of a student at a school receiving funds under Title I of the Elementary and Secondary Education Act, you have the right to request the professional qualifications of the teachers who instruct your child and the paraprofessionals, if any, who assist them. You may request the following information about each of your child’s classroom teachers and their paraprofessional assistants, if any:

   Whether the teacher is teaching in the field of discipline of the teacher’s licensure.
   Whether any instructional aides or similar paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact the school office.

Sincerely,

Superintendent

Adopted 10-20-03
Revised 05-21-08
Revised 12-12-16