

Parents Right-to-Know  
(Teacher Qualification Status)

Title I Section 1112

“(e) PARENTS RIGHT-TO-KNOW. —

“(1) INFORMATION FOR PARENTS. —

“(A) IN GENERAL.—At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parent may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student’s classroom teachers, including at a minimum, the following:

“(i) Whether the student’s teacher—

“(I) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

“(II) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and “(III) is teaching in the field of discipline of the certification of the teacher.

“(ii) Whether the child is provided services by para- professionals and, if so, their qualifications.

“(B) ADDITIONAL INFORMATION.—In addition to the information that parents may request under subparagraph (A), a school that receives funds under this part shall provide to each individual parent of a child who is a student in such school, with respect to such student—

“(i) information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments required under this part; and

“(ii) timely notice that the student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

**SUGGESTED SAMPLE PARENTAL NOTIFICATION LETTER – FOR PARENTS TO  
REQUEST THE QUALIFICATIONS OF THEIR CHILD’S TEACHER  
(TO BE PRINTED ON LOCAL SCHOOL STATIONERY/LETTERHEAD)**

Date

Dear Mr./Ms. or Mr. and Mrs. \_\_\_\_\_ (as appropriate):

We are pleased to notify you that in accordance with the *Elementary and Secondary Education Act (ESEA)*, 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 substitute status.
- 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 complete the top portion of the enclosed form, and return the form to your child’s school. Should you have any questions, feel free to contact Mr./Ms. \_\_\_\_\_ at (telephone number), and he/she will be happy to assist you.

Sincerely,

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