



Date: August 1, 2023

Subject: Title I – Teacher Qualifications and Assessment Results

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. 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.

In addition, you also have the right to request the following:

1. Information on the level of achievement and academic growth of your child, if applicable and available, on each of the [State](#) academic assessments.
2. To receive timely notice that your child 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.

You may ask for the information noted above by returning this letter to the address listed below. Additionally, you may fax or e-mail your request to the below 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,  
Jamie Martin  
Principal