



BIRMINGHAM

CITY SCHOOLS

BUILDING LEADERS. IMPACTING THE WORLD.

Parents Right-to-Know Part A

Dear Parents and Guardians:

In accordance with the Elementary and Secondary Education Act, Section 1111(h)(6) PARENTS' RIGHT TO KNOW," this is a notification from __Barrett Elementary__ School to every parent of a student in a Title I school that you have the right to request and receive information in a timely manner regarding the professional qualifications of your student's classroom teachers. This information regarding the professional qualifications of your student's classroom teachers shall include 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 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 me __Mrs. Tikki Hines_____, principal of __Barrett Elementary School_____ at (205-231-8130), and I will be happy to assist you.

Additionally, if at any time your student has been taught for 4 or more consecutive weeks by a teacher that is not State Certified, you will be notified by the school of this information.

Parents Right-to-Know Part B
(Teacher Qualifications)

Title I Section 1111 (h)(6)

(6) PARENTS RIGHT-TO-KNOW-

- (A) **QUALIFICATIONS-** 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 parents 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 teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
 - (ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
 - (iii) 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.
 - (iv) Whether the child is provided services by paraprofessionals 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—
- (i) information on the level of achievement of the parent's child in each of the State academic assessments as required under this part; and
 - (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.
- (C) **FORMAT-** The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

Include with the Parents Right-to-Know Letter



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Parents' Right-To-Know • Request Teacher Qualifications

Title I, Part A of Every Student Succeeds Act (ESSA) Public Law Number 114-95.

Include with the Parents Right-to-Know Letter

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 School/Central Office

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? Circle one. Yes No

Is the teacher teaching under emergency or other provisional status?
Circle one. Yes No

Undergraduate Degree: _____ (University/College)

Major Discipline: _____

Graduate Degree: _____ (University/College)

Major Discipline: _____

Paraprofessional's Name: _____ Area of Support: _____

Does a paraprofessional provide instructional services to the student? ____ Yes ____ No (Check one)

If yes, what are the qualifications of the paraprofessional? Check all that apply.

____ High School Graduate / Year _____

____ Earned College credit at a 2-year Community College Credit _____ (Hours)

____ Earned Associates Degree at a 2-year Community College

Name of College _____ Year _____

____ Earned College/University Credit _____ (Hours)

____ Earned Undergraduate Degree from a 4-year College

Name of University/College _____ Major/Discipline _____

Signature of Person Completing Form

Date Returned to Parent

Send home with Right-to-Know Letter