

## Sample Parent's Right-to-Know Letter

Dear Parents and/or Guardians:

On December 10, 2015, President Barack Obama signed the Every Student Succeeds Act (ESSA) into law. ESSA replaces the No Child Left Behind Act (NCLB). In accordance with ESSA, school districts who receive Title I funds to support students' academic success are required to notify families they have the right to request, and receive 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 paraprofessionals and, if so, their qualifications.

In addition to the information stated above, parents of students in schools that receive funds under this part may request—

- (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.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact me at \_\_\_\_\_.

Sincerely,

School Principal