August 2018

Dear Parent(s):

In compliance with the requirements of the Every Students Succeeds Act, parents may request the following information:

1. Whether the student’s teacher:
   - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
   - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
   - is teaching in the field of discipline of the certification of the teacher.

2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Please request the above information on your child’s teacher and/or paraprofessional by contacting me via telephone, fax, or email. See above for contact information. If you have any questions, please do not hesitate to contact me.

Thank you,

Wendell B. Sumter
Chief Human Resource Officer