Serving Learners, Families, and the Community

CECIL COUNTY PUBLIC SCHOOLS

DIVISION OF EDUCATION SERVICES

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
201 BOOTH STREET • ELKTON, MD 21921

phone: 410.996.5464 • fax: 410.996.5465 • www.ccps.org

Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Diana B. Hawley
President, Board of Education

September 2, 2025

Dear Parent/Guardian:

The latest reauthorization of *The Elementary and Secondary Education Act*, the *Every Student Succeeds Act* (ESSA), requires all schools receiving Federal Title I funds to inform parents of their rights to ask school administrators about the qualifications of the teachers and paraprofessionals serving their child.

Your child attends a school that receives Federal Title I funds. You have the right to request the following information, which will be provided to you in a timely manner, if requested.

- Whether the teacher has met Maryland's qualification and licensing criteria for the grade level(s) and subject matter taught.
- Whether Cecil County Public Schools and the State of Maryland has decided the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances. If so, a ***Title I Four-Week Letter*** will be sent home to inform parents.
- The teacher's college major, whether the teacher has any advanced degrees and, if so, the subject of those degrees.
- Whether any paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of the above-mentioned information, please provide a written request to your school principal.

Our teachers are committed to helping your child develop the academic knowledge and critical-thinking skills needed to succeed in school and beyond. I encourage you to support your child's education and communicate with the teachers on a regular basis. By partnering, families and educators can provide your child with the best possible education, and chance to grow and succeed.

Sincerely,

Shawn M. Johnson

Shawn M. Johnson, Ed.D.
Executive Director for Elementary Education
201 Booth Street
Elkton, MD 21921
410.996.5056