



Weldon City Schools

Dear Parent or Guardian:

The Elementary and Secondary Education Act requires all LEAs to notify parents of all children in all Title I schools that they have the right to request and receive timely information on the professional qualifications of their children's classroom teachers. This notice must be sent at the start of each school year. The notice does not itself contain the teacher information. It simply tells parents the types of information they may request.

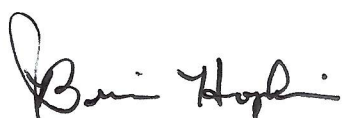
At a minimum, if a parent requests it, LEA/school must report:

- Whether the teacher has met state qualifying and licensing criteria for the grade levels and subject areas in which the teacher is teaching;
- Whether the teacher is teacher under emergency or other provisional status through which state qualifications or licensing criteria have been waived;
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, including the field of discipline of the certification or degree; and
- Whether the child is provided services by paraprofessional and, if so, their qualifications.
- In addition, if a child is assigned, or taught by a teacher who is not "highly qualified" for four or more consecutive weeks, the parents must receive timely notice.

These and other communications with parents *must* be in an understandable and uniform format and, to the extent practical, in a language the parents can understand. According to ED guidance, if there is no other way to provide information, it should be provided in oral translation.

Requests must be in writing to the principal.

This applies only to Title I schools.

Thank you 

Encl: Teacher/Teacher Assistant Information Request Form

TEACHER INFORMATION REQUEST FORM



Weldon City Schools

Request for Information About Teacher Qualifications

Instruction to Parents: Please complete this form. Use a separate form for each teacher. The requested information will be sent to you within 30 days.
Mail the complete form to:

Department of Human Resources
RE: Teacher Qualification Request
301 Mulberry Street
Weldon, NC 27890

School Name: _____

Complete Name of Teacher: _____

Grade Level: _____ **Subject (if applicable):** _____

Name of Parent(s) Requesting Information: _____

Mailing Address (where information is to be sent to):

Street or PO Box

City **State** **Zip Code**

Daytime telephone number in case of questions: (____) _____ - _____

Weldon City Schools
301 Mulberry Street | Weldon, NC 27890 | 252-536-4821
<https://www.weldoncityschools.org>