KEYSTONE CENTRAL SCHOOL DISTRICT
86 Administration Drive, Mill Hall, PA 17751
570-893-4900 *www.kcsd.us*

PARENT NOTICE FOR RIGHT TO REQUEST TEACHER QUALIFICATIONS

The Keystone Central School District receives federal funds for a program under the *Elementary and Secondary Education Act (ESEA).* Based on current law, you have the right to request information about the professional qualifications of your child's teacher(s) and paraprofessional(s). A paraprofessional provides academic or other support for students under the direct supervision of a teacher. If you request this information, the School District or your child's school will provide you with the following in a timely manner:

a) Whether the teacher has met State certification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
b) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived (is not being required at this time). c) Whether the teacher is teaching in the field of discipline for which they are certified or licensed; d) Whether the teacher has met State-approved or State-recognized certification, licensing, registration, or other comparable requirements.

Requirements apply to the professional discipline in which the teacher is working and may include providing English language instruction to English learners and/or special education or related services to students with disabilities.

e) Whether your child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to request information about your child's teacher(s) or paraprofessional(s), or if you have any questions about your child's assignment to a teacher or paraprofessional, please contact the following person at your child's school:

Name: Rachel Phillips Title: Human Resource Specialist Email:
rphillips2@kcsd.k12.pa.us Phone: 570-893-4900 x 2322
Thank you for your interest and involvement in your child's education.

The school district does not discriminate on the basis of race, color, national origin, sex, age, or disability in matters affecting employment or in providing access to programs and services. It provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries and complaints regarding non-discrimination policies and to coordinate compliance efforts:

Name: Christina Manning
Title: Director of Pupil Services
Email: cmanning@kcsd.k12.pa.us
Address: 35 King Street, Lock Haven, PA 17745
Telephone: 570-893-4900 x 3102

Inquiries or complaints may also be directed to the Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue S.W., Washington D.C. 20202, or by calling (800) 421-3481 or (877) 521-2172 (TTY).

Updated 8/24/2026