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Educate • Engage • Empower

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**Virginia Department of Education  
Parent Notification Letter  
Right to Request Information on Teacher Qualifications  
As Required Under the  
*Elementary and Secondary Education Act of 1965, as amended***

September 5, 2023

Dear Parent/Guardian,

On December 10, 2015, the *Every Student Succeeds Act (ESSA)* was signed into law. Section 1112(e)(1)(A) states that as a parent of a student in [school name], receiving Title I funds, you have the right to know the professional qualifications of the classroom teachers instructing your child. Federal law requires the school division to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status because of special circumstances.
- Whether the teacher is teaching in the field of discipline of the certification or degree he/she received
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Todd E. Perelli, Director of Teaching, Learning and Accountability at 804-652-4651.

Sincerely,

Todd E. Perelli  
Director of Teaching, Learning and Accountability