



2017-18 School Year

Dear Parents:

As a parent or guardian of a student at a school receiving federal Title I funds under the *Every Student Succeeds Act* (ESSA), you have the right to request information regarding the professional qualifications of the teachers who instruct your child and the paraprofessionals, if any, who assist them. Federal law gives you the right to receive upon request the following information about each of your child's classroom teachers and their paraprofessional assistants, if any:

- Whether Illinois has licensed or qualified the teacher for the ages and subjects he or she teaches.
- Whether the teacher is teaching under an emergency permit or other provisional status by which State licensing criteria have been waived.
- The teacher's college major.
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any instructional assistants or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of this information, please contact your school's office. For your general information, all of our teachers are licensed and qualified, and all paraprofessionals working with students meet state qualification guidelines.

Sincerely,

A handwritten signature in black ink that reads "Karen Sullivan". The signature is written in a cursive, flowing style.

Dr. Karen Sullivan
Superintendent of Schools