August 18, 2020

Dear Parent or Guardian,

We are pleased to notify you that in accordance with the *Every Student Succeeds Act of 2015*, you have the right to request information regarding the professional qualifications of your child’s teacher. Specifically, you may request the following:

- 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 through which State qualification or licensing criteria has been waived.

- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.

- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to receive this information, please complete the top portion of the enclosed form, and return the form to your child’s school. Should you have any questions, feel free to contact Dr. Shandy Porter at (205-489-5018), and he will be happy to assist you.
Parents Right-To-Know ● Request Teacher Qualifications

Title I, Part A, Section 1112(c) (6), Every Student Succeeds Act, Public Law 114-95

I am requesting the professional qualifications of ________________________________
who teaches my child, ________________________________ at ____________________________
Child’s Name (Please Print) School (Please Print)

My mailing address is __________________________________________
Street (Please Print) City Zip

My telephone number is ________________________________

My name is __________________________________________
Name (Please Print)

__________________________________________  _____________________________
Signature Date

This Section to be Completed by School/Central Office

Date Form Received: ______________________ Received by: ______________________

Teacher’s Name: ______________________ Subject: ______________________

Has the teacher met state qualifications and licensing criteria for the grade levels and subject areas in which he/she teaches? 
Yes __________ No __________

Is the teacher teaching under emergency or other provisional status? 
Yes __________ No __________

Undergraduate Degree _____________________________________________ (University/College)
Major Discipline ________________________________

Graduate Degree _____________________________________________ (University/College)
Major Discipline ________________________________

Does a paraprofessional provide instructional services to the student?
Yes __________ No __________

If yes, what are the qualifications of the paraprofessional?

High School Graduate _______________ (Year)

Undergraduate Degree _____________________________________________ (University/College)
Major/Discipline ________________________________

College/University Credit _______________ (Hours)Major/Discipline ________________________________

__________________________________________  _____________________________
Signature of Person Completing Form Date Returned to Parent