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**Right-to-Know Teacher Qualifications**

**Guidance C-6 is for Advising Parents of the Right to Know Information about Teacher's Qualifications as required by The Elementary and Secondary Education Assistance Act of 1965 (ESEA) [Section 1111(6) (A)]**

August 1, 2013

Dear Parent(s) or Legal Guardian(s):

The schools of the Houston County School System receive Title I and/or Title II funds for federal programs that are part of the Elementary and Secondary Education Act of 1965 (ESEA). We are very proud of our teachers and feel they are ready for the coming school year and are prepared to give your child a high-quality education. We must meet federal regulations related to teacher qualifications as defined by ESEA. These regulations allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you and will do so as quickly as possible. At any time, you may ask:

- a. Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching;
- b. Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- c. What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

The staff of your child's school is committed to helping your child develop the academic knowledge and critical thinking he/she need to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled.

If you would like to request this information, please contact Jennifer Birdsong, Director of Title and Remedial Services, at the Houston County Board of Education at (478)988-6200 ext. 10396 or at email [jennifer.birdsong@hcbe.net](mailto:jennifer.birdsong@hcbe.net).

Thank you for your interest and involvement in your child's education.

Sincerely,

Jennifer J. Birdsong  
Director of Title and Remedial Services

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