

**TITLE I, PART A PARENT & FAMILY ENGAGEMENT PROGRAM**



School's name and address:

Date: \_\_\_\_\_

TO: Parents of Students Attending \_\_\_\_\_

SUBJECT: **TITLE I TEACHER AND PARAPROFESSIONAL QUALIFICATIONS**

As a parent of a student attending \_\_\_\_\_ ,  
you have the right to know the professional qualifications of your child's classroom teacher(s),  
and federal law requires the Houston Independent School District (HISD) to provide this  
information to you 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:

- The teacher's certification in Texas for the grades and subjects he or she teaches.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- The teacher's certification status, such as emergency or provisional status because of special circumstances.
- Paraprofessionals' (teacher aides) qualifications if they provide services to your child.

To receive any of this information, please contact \_\_\_\_\_

at \_\_\_\_\_ for the Title I contact person at your campus.

Sincerely,

\_\_\_\_\_  
Principal