

HOUSTON INDEPENDENT SCHOOL DISTRICT
TITLE I, PART A, PARENT AND FAMILY ENGAGEMENT PROGRAM



SOUTH EARLY COLLEGE HS - N/A

Date: Insert Date

TO: Parents/Guardians of Students enrolled in course or grade level

SUBJECT: **NOTIFICATION TO PARENTS – TEACHER CERTIFICATION**

In accordance with the Every Student Succeeds Act (ESSA)/PARENTS' RIGHT-TO-KNOW [P.L. 114-95, Section 1112(e)(1)(B)(ii)], as a parent of a student at Insert school's name, you have the right to know if your child has been assigned to or has been taught for four or more consecutive weeks by a teacher who does not hold an appropriate state teaching certificate in the area in which the teacher has been assigned.

This notice is to inform you that your child has been assigned to or taught by the following teacher(s) who does not currently have the appropriate state teaching certificate or permit:

Teacher Name: Insert teacher's name

Although your child's teacher does not have the appropriate state teaching certificate, we do believe that Insert teacher's name is qualified to teach in this assignment.

Our staffing decisions are made to provide the best qualified person available for each class. In addition, the campus administrator will be evaluating each teacher's performance in the classroom to ensure that your child receives quality instruction.

If you have any questions regarding this information, please contact Insert the name and contact information (phone and e-mail) for the Title I contact person at your campus.

Sincerely,

Insert principal's name, Principal