



September 29, 2017

Dear Parent or Guardian,

Your child currently attends a school that receives funding from the Title I, Part A Program. Title I, Part A is a federal supplemental program designed to help children reach high academic standards. In receiving funds from this program, the District is required to inform parents/guardians of children attending a Title I school, of information available to you regarding the professional qualifications of your child's classroom teacher(s). Information will be provided to you upon request and in a timely manner of the following:

- Whether your child's teacher had met Michigan's qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instructions.
- Whether your child's teacher is teaching under emergency or other provisional status through which Michigan qualification or licensing criteria have been waived.
- The Baccalaureate Degree major of your child's teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification degree.
- Whether your child is provided services by a paraprofessional and, if so, their qualifications.

You may request additional information on the level of achievement of your child in each of Michigan's assessments. Michigan uses the Michigan Student Test of Educational Progress (M-STEP) to determine levels of achievement.

You will also receive timely notice if your child is, for whatever reason, assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified. A highly qualified teacher would be defined as a teacher that meets Michigan's qualifications and licensing criteria for the grade level or subject area in which the teacher is providing instruction.

Sincerely,

A handwritten signature in black ink that reads "Eileen M. Grant-Ball". The signature is fluid and cursive, with a large loop at the end.

Eileen M. Grant-Ball
Director of Curriculum & Instruction

A handwritten signature in black ink that reads "Kim Caudell". The signature is cursive and somewhat stylized.

Kim Caudell
Principal, Parkview Elementary