Parent/Legal Guardian Inquiry Form for Information on Teacher Qualifications

The Every Student Succeeds Act (ESSA) requires school districts and BOCES that receive Title I funds to notify all parents/legal guardians of their right to request information about their student's teacher's professional qualifications. If you are requesting information regarding your student's teacher who teaches a core academic subject (other than vocational teachers unless they teach a core academic subject) please complete the form below:

Name of Parent(s)/Legal Guardian(s) _____

_____

Address _____

Telephone Number _____

Name of Student _____

Class or Grade Level _____

Name of Building _____

Name of Classroom Teacher _____

In accordance with the Every Student Succeeds Act, we request the following information:
(Check Appropriate Box)

☐ Confirmation the classroom teacher has met the New York State qualifications or certifications for grade level(s) and/or subject area(s) the teacher instructs in.

☐ Confirmation that the classroom teacher is teaching where New York State qualifications or certifications have been waived or is teaching on an emergency basis.

☐ Confirmation that the teacher is teaching in the field of the certification of the teacher.

Submit the request to the Monroe 2-Orleans BOCES, Attention: Department of Human Resources, 3599 Big Ridge Road, Spencerport, New York 14559.

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