



Union Elementary School / Upper Sandusky Middle School

390 W. Walker Street
Upper Sandusky, OH 43351
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Date: August 22, 2018

Dear Parent or Guardian:

You have the right to know about the teaching qualifications of your child's classroom teacher in a school receiving Title 1 funds. The federal No Child Left Behind (NCLB) Act requires that any local school district receiving Title 1 funds must notify parents that they may ask about the professional qualifications of their child's classroom teacher.

These qualifications include:

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives state licensing requirements.
3. The undergraduate degree major of the teacher and any other graduate degree or certification (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
4. Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications

If you would like to request this information, please contact your child's school and include:

Child's full name
Parent/Guardian full name and address
Teacher's name

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

Sincerely,

Janine McMillan, Principal and Title 1 Coordinator
419-294-5721
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