

Parent Notification Letter

Right to Know Professional Qualifications of Teachers and Paraprofessionals

East Voyager Academy of Charlotte

To: All Parents/Legal Guardians at East Voyager Academy

From: Mrs. Renee Mathews

Date: November 3rd, 2022

Subject: "Right to Know" Notification to Parents of Teacher and Teacher Assistant Qualifications

Dear Parents,

In compliance with the requirements of the federal Every Students Succeeds Act, East Voyager Academy (EVA) would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). As a Title I school, EVA will provide you with the following information about each of your child's classroom teachers, in a timely manner if you request it:

- Whether the student's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition, the law requires that all schools that receive Title I funds must provide notification to every parent in the school whose child is being taught for four or more weeks by a teacher who is not Highly Qualified.

East Voyager Academy is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. If you wish to request information concerning your child's teacher and/ or paraprofessional's qualifications, please complete the enclosed form and send into the Chief Executive Officer/Principal, Ms. Renee Mathews, at rmathews@eastvoyager.org.

Sincerely,

Renee Mathews
Chief Executive Officer/Principal
East Voyager Academy of Charlotte

TEACHER/TEACHER ASSISTANT INFORMATION REQUEST FROM

East Voyager Academy

Request for Information About Teacher/Teacher Assistant Qualifications

Instructions to Parents: Please complete this form. Use a separate form for each teacher or teacher assistant. Return the completed form to Ms. Renee Mathews. Information will be sent to you within 30 days.

School Name: East Voyager Academy of Charlotte

Name of Teacher or Teacher Assistant: _____

Grade Level: _____ Subject (if applicable): _____

Name of Parent(s) Requesting Information: _____

Name of Student: _____

Mailing Address (where information is to be sent):

City	State	Zip Code
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Daytime telephone number in case of questions:

TEACHER/TEACHER ASSISTANT INFORMATION RESPONSE FORM

NAME OF TEACHER: _____

This teacher has a (bachelor's, master's) degree in _____ (subject).

This teacher (does, does not) meet the state qualifications and licensing criteria for the grades and subjects he or she teaches. (List grades/subjects below)

This teacher (is, is not) licensed in the State of North Carolina.

(If applicable) This teacher is licensed in another state: _____

This teacher (is, is not) teaching under emergency status because of special circumstances.

NAME OF TEACHER ASSISTANT: _____

This teacher assistant works under the direct supervision of a Highly Qualified teacher, has a high school diploma or its equivalent, and has obtained/completed or is in the process of obtaining/completing: (check one and circle appropriately)

_____ obtained / is obtaining required coursework at an institution of higher education, OR

_____ obtained / is obtaining an associate degree from an accredited community college, technical school or other institution of higher education; OR

_____ completed / is completing the North Carolina Department of Labor Teacher Assistant Apprenticeship Program; OR

_____ completed/ is completing Level I competencies of the North Carolina Association of Teacher Assistants Professional Development Program; OR

_____ completed/ is completing the community college placement tests in reading, mathematics and writing, and 96 hours of staff development in reading, writing, mathematics, working with special populations of students, technology, or classroom management; OR

_____ completed/ is completing the WorkKeys Occupational Profile for Teacher Assistants in the areas of reading, writing, and mathematics, and completed 96 hours of staff development in reading, writing, mathematics, working with special populations of students, technology or classroom management.