



Literacy, Federal Programs and ESOL

One Park Center Court, Suite A
Manassas Park, VA 20111-2395
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Parent Notification Letter
Right to Request Information on Teacher Qualifications
As Required Under the
Elementary and Secondary Education Act of 1965, as amended

September 13, 2019

Dear Parent,

On December 10, 2015, the *Every Student Succeeds Act (ESSA)* was signed into law. Section 1112(e)(1)(A) states that as a parent of a student in Manassas Park Elementary or Cougar Elementary, receiving Title I funds, you have the right to know the professional qualifications of the classroom teachers instructing your child. Federal law requires the school division to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status because of special circumstances.
- Whether the teacher is teaching in the field of discipline of the certification or degree he/she received
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Jeffrey Jackson, Associate Superintendent, either by phone at 703-335-8850, or in writing at:

Manassas Park City Schools
One Park Center Court, Suite A
Manassas Park, VA 20111

Jeffrey Jackson

Jeffrey C. Jackson, Ed. D.
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Manassas Park City Schools