



Department of Curriculum and Instruction  
***Office of Federal Programs***

2200 Piedmont Avenue  
Portsmouth, Virginia 23704  
(757) 393-8611

Renée Hailes, Program Director

October 4, 2023

Dear Parent or Guardian,

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 a school 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:

1. Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which state qualifications or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether your child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to request this information, please contact our Human Resources department for Portsmouth Public Schools, by calling (757) 393-8701.

Please note that you can also obtain additional information about your child's school by accessing the *Va. Department of Education School Quality Profile Report* on each school's website. This document gives detailed information about the academic performance of the children in our schools. If you have difficulty accessing the link or would like a written copy of the School Quality Profile Report, please contact your principal.

*Renée Hailes*

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Director, Federal Programs

cc: Jessica Duren, Chief Human Resource Officer