

PARENTS' RIGHT-TO-KNOW NOTIFICATION PLAN

Under the provisions of the *No Child Left Behind of 2001* legislation {Title I Section 1111 (h)(6)} and the policy of the Elmore County Board of Education (File: IDBDD), at the beginning of each school year, the Elmore County Board of Education will notify the parents of all students attending school in the system that the parent/guardian may request information regarding the professional qualifications of the student's classroom teachers and paraprofessionals, including, at a minimum, the following:

- Whether the teacher has met State certification for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which certification has been waived.
- 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.
- If the student receives services by paraprofessionals and, if so, their qualifications.

Information regarding highly qualified status of personnel in Elmore County will be provided to parents in a uniform format, in a timely manner, and, to the extent practicable, in a language that the parent understands. The notification of the parents' right to receive this information will be posted on the system website, in the annual Elmore County Public Schools Student Handbook and Code of Conduct, and in letters sent home to Title I students. Information concerning Elmore County's progress toward 100% of teachers and paraprofessionals being highly qualified will be available on the System and School Annual Report Card and on the Alabama SDE's website.

A parent/guardian who wishes to receive information on the highly qualified status of their student's teacher will submit to the school principal a letter requesting information about the designated teacher, using the Parents' Right to Know Request for Information form IDBDD-R). The school will respond to the request within 10 school days of the reception of the written request. The principal will file copies of the request for information form and the response letter, and copies will be forwarded to the personnel director for filing. If the designated teacher is in the Title I program, copies of the request form and the response letter will be forwarded to the Federal Programs coordinator.

In addition, Elmore County will notify parents if their student(s) has been assigned, or has been taught by – for four or more consecutive weeks – a teacher who is not highly qualified. Notification will be provided in a timely manner and in a manner that the parent can understand.

Beginning with the 2002-03 school year, the US Secretary of Education will issue a public report, based on information provided by school districts and states, on the annual progress of every state, every school district, and every Title I school in meeting the objectives for assuring that every child will be taught by a highly qualified teacher. (This report, entitled Teacher Quality Fact Sheet, can be viewed on the Ed.gov website manned by the Department of Education in Washington, D. C.) The Alabama SDE also provides this information on the system and school Annual Reports Cards. The results of these assessments are disseminated through the media, at town-hall meetings, school newsletters,

and civic meetings. Schools will also conduct PTO meetings to address the issues of teacher quality and student achievement to ensure that parents and staff understand the implications of the information. Community members and parents can use this information to determine how their school and system compares with others in the state and nationally.

The “Parents’ Right to Know” data should not be used against teachers, or used to draw conclusions about the competency of a school’s teaching staff. Educators, parents and the community should use the data as a means of working together in upgrading teaching skills and improving instruction. The competence of the teachers is one of the most critical elements for school improvement.

Academic Information

In addition to the information that parents may request under subparagraph (A), a school will provide to each individual parent information on the level of achievement of the parent's child on each of the State academic assessments.

Under the *No Child Left Behind* (Title I Section 1112 (g) and Title III, Section 3302), within thirty (30) days of the beginning of the school year, the Elmore County Board of Education will provide to the parent/guardian of a limited English proficient student the following information:

- the reasons for the identification of their child as limited English proficient and in need of placement in a language instruction educational program;
- the student's level of English proficiency, the assessment used, and the student's academic achievement level;
- the instructional methods used in the program, instructional methods used in other available programs, program instructional goals, and the use of English in instruction;
- how the program will meet the educational strengths and needs of the student;
- how the program will specifically help their student learn English, and meet academic achievement standards for grade promotion and graduation;
- the specific exit requirements for the program, including the expected rate of transition, the expected rate of graduation from secondary schools;
- the right that parents have to remove their student from assigned programs;
- notification to parents that their student has failed to make adequate progress on the annual achievement objectives not later than 30 days after such failure occurs.

- those children who have not been identified as limited English proficient prior to the beginning of the school year, the school will notify parents within the first two (2) weeks of the student being placed in a language instruction program.
(See also File: IDBDA English as a Second Language.)

The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

The Elmore County Board of Education revised the current Parent Involvement Policy (File: IDBDC) to implement the tenets of the *No Child Left Behind* legislation (Title I, Section 1118 (a)(2) Parent Involvement and Title III Part C, Section 3302.)

