



Georgia Department of Education

Richard Woods, Georgia's School Superintendent  
*"Educating Georgia's Future"*

## **Title II, Part A Guidance**

### **Right to Know**

#### **Parent's Right to Request a Teacher's and a Paraprofessional's Qualifications:**

By law, LEAs are required to notify parents that they may request information regarding the teacher's or the paraprofessional's professional qualifications, including the following:

- Whether the teacher/paraprofessional has met the Georgia Professional Standards Commission's certification requirements for the grade level and subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
- The college major and any graduate certification or degree held by the teacher;
- Whether the student is provided services by paraprofessionals, and if so, their qualifications.

LEAs must:

- Notify parents in multiple ways in order to ensure that all parents have the opportunity to receive the information. This may include, but is not limited to a LEA or school handbook, a letter mailed home, inclusion in a newsletter, posting on a website, and/or a school-wide email.
- Ensure the notification or document that contains the notification must include the principal's contact information, the school or LEA name, the day, month and year of notification.
- Maintain records that document the dissemination of the Right to Know Qualifications in multiple forms to the parents of all students.