

## **C-7 PARENTS RIGHT TO KNOW PROCEDURES**

The Opelika City Board of Education, the Superintendent of Education, and the administrative staff are committed to providing quality education for every student enrolled in the Opelika City Schools. To that end, a commitment to recruit teachers and administrators of the highest quality in preparation and performance is a primary goal.

The Opelika Board of Education at the beginning of each year will notify parents of each student enrolled in a school receiving Title I funds that parents may request the system to provide within ten (10) working days information regarding professional qualifications of his/her child's classroom teacher. The information will provide at a minimum the following information:

- Whether the teacher has met State qualification and licensing criteria for the grade level and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria 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.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Notification of Parents Rights To Know will be provided to parents in writing as well as verbally during parent meetings.

The following information will be provided to parents without a request:

- Information on the achievement level of the child on each of the State academic assessments as required under Title I.

- Notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

The system will ensure that students enrolled in a class taught by a teacher deemed not highly qualified are provided that same curriculum and challenging instruction as all other students enrolled in that grade level or subject area. The principal will communicate to parents how students' instruction will be monitored. The system policy on the transfer of students will be implemented for any transfer requests.

**ADOPTED: May 11, 2004**