



# MONROEVILLE ELEMENTARY SCHOOL

Mr. Robert W. Butler, Principal  
Mrs. Amanda Stieber, Counselor

101 West Street  
Monroeville, OH 44847  
Phone: 419-465-2533  
Fax: 419-465-3549

## Notice of Right to Know Teacher Qualifications

Date: \_\_\_\_\_

RE: No Child Left Behind (NCLB) Act, Section 1111 (h)(6)(A)

Dear Parent/ Guardian:

You have the right to know about the teaching qualifications of your child’s classroom teacher in a school receiving Title 1 funds. The federal No Child Left Behind (NCLB) Act requires that any local school district receiving Title 1 funds must notify parents that they may ask about the professional qualifications of their child’s classroom teacher.

These qualifications include:

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives state licensing requirements.
3. The undergraduate degree major of the teacher and any other graduate degree or certification (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
4. Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications.

You may ask for the information by returning this letter to school, the address listed below, or you may email your request to the email address listed below. Be sure to give the following information with your request:

[PLEASE PRINT]

Child’s full name: \_\_\_\_\_

Parent/Guardian full name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Teacher’s Name: \_\_\_\_\_

Sincerely,

William Butler  
Elementary Principal

**Forms can be sent to school with your child; mailed to: Monroeville Local Schools c/o William Butler, 101 West St. Monroeville, Ohio 44847 or emailed to [wbulter@monroevilleschools.org](mailto:wbulter@monroevilleschools.org)**

*Staff: Please forward to the office, thank you!*



**“Soaring to Success”**