August 2020

Dear Parent/Guardian:

As a parent/guardian that has a student attending a Youngstown City School District school that receives Title I funds, you have the right to know the qualifications of your child’s classroom teacher. The federal Every Student Succeeds Act (ESSA) (Public Law 114-95, Section 1112 (e) (1) (A) requires that any local school district receiving Title I funds must notify parents of each student attending any school receiving Title I funds that they may request, and the district will the parents on request (and in a timely manner), information regarding the professional qualifications of the students classroom teachers, including the minimum, the following:

- Whether the teacher has met the Ohio qualification and teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction;
- Whether the teacher is teaching under an emergency or temporary status through which Ohio qualification or licensing criteria have been waived;
- Whether the teacher is teaching in the field of discipline of the certification of the teacher and
- Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications.

You may seek this information by utilizing the Ohio Department of Education website at: https://education.ohio.gov

- Scroll down to the bottom of the page.
- Under Community Resources, Click on Educator Conduct Search
- Type in the Teacher’s First and Last Name and Click on Search

OR

You may request in writing. All requests must be made in writing and should include the following information: Student’s full name, Legal Parent/Guardian’s full name, Address, City, State, Zip code and Teacher’s name. Your request can be sent to:

Youngstown City School District
Human Resources/Capital Department
474 Bennington Avenue
Youngstown, OH 44506

Sincerely,

Justin M. Jennings
Chief Executive Officer