

Dear Parent/Guardian,

In District 6 we are very proud of our teachers and feel they are ready for the coming school year and are prepared to give your child a high-quality education. Under the No Child left Behind Act, we must meet federal rules related to teacher qualifications. These rules allow you to learn more about your child's teachers' training and credentials. We are very happy to provide this information to you. At any time you may ask:

- Whether the Colorado Department of Education (CDE) has licensed or endorsed your student's teacher for the grades and subjects taught.
- Whether CDE has decided that your student's teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees, and if so, the subject of the degrees.
- Whether any teachers' assistants or similar paraprofessionals provide services to your child and, if they do, their qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled.

If you would like to know any of the information mentioned above, you must complete a Teacher Request Form. Human Resources will process all written requests within thirty days of receiving it; you will be provided written information by mail. Human Resources will not provide information over the telephone.

- 1. You may fill out a form at the school office. This form will then be sent to the Human Resources Department and they will send you the information within 30 days.
- 2. You may also apply for this information directly through the district HR department (third floor) at the Administration Building on 1025 9th Ave.
- 3. The form may also be obtained from our website at www.greeleyschools.org. It will be located under Human Resources, Teacher Qualification Request Form

Please call the Human Resources Department at 970-348-6070 if you have any questions.