



Kelly Steinke
Principal

A. Opal Leighvard
Assistant Principal

Date: September 4, 2020

Dear Parent/Guardian,

The Orange County Public Schools District is committed to providing information to you regarding your child's teacher and paraprofessional qualifications in a timely manner upon request.

You have the right to request the following information:

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

You will be notified in writing if your child has been taught for more than four consecutive weeks by a teacher who has not met the state certification criteria.

Please be assured that the Orange County Public Schools District is dedicated to providing the students of our county with a quality education. The information regarding the qualifications of your child's teacher and/or the classroom paraprofessional may be obtained from the Certification Office at 407-317-3221.

Sincerely,
Kelly Steinke
Principal