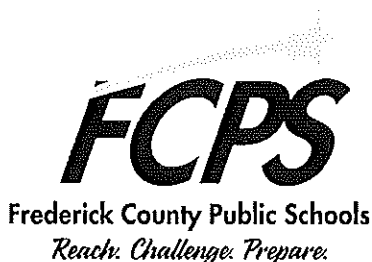


OFFICE OF THE SUPERINTENDENT
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Theresa R. Alban, Ph.D.
Superintendent of Schools
superintendent@fcps.org

July 2, 2014

Dear Parents and Guardians,

Frederick County Public Schools strives to provide first-class learning opportunities for every student. We know that reaching this goal depends on having highly qualified teachers in our classrooms.

The federal No Child Left Behind Act of 2002 gives you the right to ask for and receive information about the professional qualifications of your child's classroom teacher, including:

- College or university degrees or certifications
- The subject area of the degree or certification
- Whether the teacher holds a Maryland teaching certificate in a particular grade or subject, or holds a provisional certificate

You may also ask whether your child is served by paraprofessionals (such as an instructional assistant) and, if so, request the paraprofessional's qualifications.

If you would like to receive this type of information, please request it in writing from your school's principal. The principal will respond as soon as possible within 30 days.

Thank you for supporting your child's education. It is through strong partnerships with parents and family members like you that FCPS is able to achieve our "first class" goals.

Sincerely,

A handwritten signature in black ink that reads "Theresa Alban". The signature is written in a cursive, flowing style.

Theresa R. Alban, Ph.D.
Superintendent of Schools

JV/ss