



LEVITTOWN PUBLIC SCHOOLS
Levittown Memorial Education Center
150 Abbey Lane
Levittown, NY 11756



Form A – Parents’ Notification
ESSA Right-to-Know

Ms. Debbie Rifkin
Assistant Superintendent for Human Resources
(516) 434-7030
Fax: (516) 520-8332

August, 2020

Dear Parent/Guardian,

I am writing in compliance with provisions of the federal ESSA – Every Student Succeeds Act to inform you that, if your child's school receives Title I federal funding, you have a right to request information regarding the qualifications of your child's classroom teacher as well as any paraprofessional staff who may be working to assist your child.

You have a right to know:

- If your child's teacher has met State certification criteria for the current grade level and subject he or she is teaching;
- Whether your child's teacher is teaching under an "emergency" license or temporary status through which state qualification or licensing criteria has been waived;
- The baccalaureate degree major and graduate degree held by the teacher who is currently teaching your child as well as field of discipline of the degree held by the teacher;
- Whether your child is taught by a paraprofessional and if so, the qualifications of this individual.

We will be happy to provide this information to you. Simply fill out the form, which can be accessed on the district website (www.levittownschoools.com). Click on **Parents, More Parent Resources, Parents’ Right to Know Information and Form**. You may print the form, fill it out and mail it to the address below. The requested information will be completed and mailed to you.

Levittown School District
Att: Department of Human Resources
Memorial Education Center
150 Abbey Lane
Levittown, N.Y. 11756

Sincerely,

Debbie Rifkin



LEVITTOWN PUBLIC SCHOOLS
Levittown Memorial Education Center
150 Abbey Lane
Levittown, NY 11756



Form B – Parents’ Request Form
ESSA Parents’ Right-to-Know

This request form should be returned to:
 Levittown School District
 Att: Department of Human Resources
 Memorial Education Center
 150 Abbey Lane
 Levittown, NY 11756

Parents' Request for Information
 ESSA Parents’ Right to Know
 [Teacher Qualifications]

Date _____

To: Levittown School District
 Department of Human Resources

Re: Information Request: Professional Qualifications

Please provide the information stated in Ms. Rifkin’s letter regarding the qualifications of staff teaching my child. Please mail this information to my home address below. Thank you.

PLEASE PRINT

Child’s Name _____

School _____

Grade _____

Teacher (s) Name (s) _____

PLEASE PRINT

Name of Parent/Guardian _____

Street Address _____

Town, State, Zip _____