

To: **ALL PRINCIPALS IN SCHOOLS SERVED BY TITLE I**

From: **SUPERINTENDENT**

Date: **October 24th, 2016**

Starting in 2003, No Child Left Behind Act of 2001 (NCLB) requires you to sign an annual attestation saying whether your school is in compliance with the requirements of NCLB Section 1119, which we'll explain in more detail below. Attached to this memo is a form of attestation you can complete and send to us for approval.

1. WHAT THE ATTESTATION COVERS

NCLB requires that you attest as to your school's compliance with Section 1119. Section 1119 includes six requirements about teacher and paraprofessional qualifications that apply to your school:

- ◆ **Newly hired teachers.** Each core subject teacher hired after the first day of the 2002–03 school year and teaching in a program supported with Title I, Part A funds must be "highly qualified," as defined in our state.
- ◆ **Existing teachers.** By the end of the 2005–06 school year, all core subject teachers hired on or before the first day of the 2002–03 school year in our district must be highly qualified.
- ◆ **Newly hired paraprofessionals.** Title I paraprofessionals hired after Jan. 8, 2002, must have one of three qualifications:
 - Two years of higher education;
 - An associate's degree; or
 - A passing score on our state's paraprofessional assessment.
- ◆ **Existing paraprofessionals.** By Jan. 8, 2006, with only limited exceptions, paraprofessionals hired on or before Jan. 8, 2002, must meet the standards for new paraprofessionals.
- ◆ **All paraprofessionals.** Effective immediately, and again with only limited exceptions, all Title I paraprofessionals—regardless of hire date—must have a high school diploma or a recognized equivalent.
- ◆ **Paraprofessional duties.** Title I paraprofessionals may not perform classroom instruction unless supervised by a qualified teacher and may not perform more noneducational duties (like hall monitoring) than non-Title I paraprofessionals do.

If your school is currently in compliance with all six of the requirements, check Box 1 on the attestation. Please do not check Box 1 unless you are certain that you are in compliance with all of the above requirements. If you have any questions about whether your school is in compliance, please call our office. We understand that because the deadline for several of the requirements is

in the future, many schools have not yet achieved full compliance. If this is the case for your school, check Box 2 on the attestation.

2. OPTION TO INCLUDE ADDITIONAL INFORMATION

You have the option of including additional information on the attestation, describing the qualifications of your teachers and paraprofessionals. You may include this information only if it is:

- Accurate, with supporting documentation;
- Factual, avoiding opinions or other judgments; and
- Doesn't identify any individual.

Examples of information that you may add to your attestation include:

- Average number of years of teaching or paraprofessional experience;
- Percentage of teachers with a bachelor's degree or higher;
- Percentage of staff members with state certification in special areas, such as bilingual education; or
- Descriptions of what your school is doing to help teachers and paraprofessionals get the required credentials, such as offering on-site coursework, aiding in preparation for state assessments, or creating a professional development plan.

If you wish to exercise this option, complete the attestation and return it to us by *[insert date]* for our review before signing it.

3. DEADLINE

Return a copy of the signed, completed attestation to us no later than October 31st, 2016.

4. AVAILABILITY OF COPIES

NCLB requires that copies of the attestation be kept at both the school and the district's main office and be available to the public upon request. But there's no requirement to send copies to parents or to otherwise make it public.

ATTESTATION

I hereby attest that Coal City Intermediate School

1. is
or

2. is not yet

in compliance with the requirements of Section 1119 of the No Child Left Behind Act of 2001.

[Insert additional information, e.g., 65 percent of our teachers hold a bachelor's degree and are fully certified by our state.]

Signature: Tracy Carlson
Print Name: Tracy Carlson
Date: 10-25-10

To: **ALL PRINCIPALS IN SCHOOLS SERVED BY TITLE I**

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Date: October 24th, 2016

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Signature: Christopher T. Spencer
Print Name: Christopher T. Spencer
Date: 10-25-16

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