

Instruction

Administrative Procedure – Notice to Parents Required by the No Child Left Behind Act

General Notices Required

The Superintendent or designee, through the usual channels for parent/school communication, shall notify the parents of students who attend schools in the District supported by Title I funds of the following rights and/or provisions on an annual basis:

1. The right to request information regarding the qualifications of their child's teacher, including certification and major area of study;
2. The parental involvement policy of the school, including notice of how parents can participate in the school improvement process;

In the event that a student in a school receiving Title I funds is assigned to a teacher who is not highly qualified, as defined by the provisions of the No Child Left Behind Act and the regulations of the Illinois State Board of Education, the Superintendent or designee shall notify the students parents of this assignment.

Limited English Proficient Students

The Superintendent or designee shall inform the parents of students enrolled in a limited English proficient class in a District school supported by Title I funds of the following:

1. The reasons the student has been identified for enrollment in such program;
2. The student's current level of English proficiency;
3. The instructional method used in the program;
4. How the program will meet their student's needs and help him/her learn English;
5. The exit requirements for the program; and
6. The parent/guardian's right to withdraw the student from such program.

Notice Requirements for Schools Identified in Need of Improvement

The Superintendent or designee shall provide parents of students enrolled in schools identified for improvement of the following:

1. An explanation of what such identification means;
2. The reasons for such identification;
3. Information regarding what the school is doing to address the problem; and
4. Information regarding options to transfer and the provision of supplemental educational services, if applicable.

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