



**Division of Human Resources**

1807 Memorial Drive, SE  
Atlanta, Georgia 30317  
(404) 622-2727

***Parent Right to Know***

August 26, 2014

Dear Parent or Guardian,

Ivy Preparatory Academy at Kirkwood for Girls is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. We have worked diligently to assure that every class has a teacher with the appropriate background, experience, and credentials for his or her teaching assignment. We believe that a caring, competent, and qualified teacher for every child is the most important ingredient in educational reform.

The Elementary & Secondary Education Act (ESEA), formerly known as No Child Left Behind law (NCLB) requires school districts to notify parents of their right to know the professional qualifications of the classroom teachers who instruct their child. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher has met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
- The college major and any graduate certification or degree held by the teacher;
- Whether the student is provided services by paraprofessionals, and if so, their qualifications.

Ivy Preparatory Academy at Kirkwood for Girls has some of the most qualified teachers in the State of Georgia, and we are extremely proud of our teaching staff. If you would like to receive any of the information listed above for your child's teacher, please contact Mrs. Susan Hammonds-Harris at 404-622-2727 in the Division of Human Resources or via email at [sharris@ivyprepacademy.org](mailto:sharris@ivyprepacademy.org). For additional information regarding the federal "highly qualified" teacher requirements and Georgia policies, please visit the Georgia Professional Standards Commission website at [www.gapsc.com](http://www.gapsc.com).

Sincerely,

Ms. Kendra Shipmon