

**Notice of Teacher Status (4+ Weeks)**  
**As Required by the Every Student Succeeds Act (ESSA)**  
**-Template-**

Date

Dear Parent or Guardian:

Our district's goal is to provide your child the best education possible by employing quality teachers and staff, providing challenging curriculum and materials, monitoring each student's academic achievement, and communicating regularly with parents. Under Every Student Succeeds Act (ESSA) teachers must meet certain requirements if teaching for four or more consecutive weeks. They must have North Dakota licensure and demonstrate competency in the subject matter for the grade level(s) and subjects they teach. These skills are necessary to help every child attain high academic and behavioral standards.

Our district is working to ensure all students are taught by teachers who meet the ESSA requirements, and when necessary, assist employed teachers in obtaining the necessary certification and skills for their positions. This notice is to keep you informed regarding the status of your child's teacher(s).

Currently, one of our teachers, \_\_\_\_\_, is authorized to teach in North Dakota but has not yet completed the process for complying with ESSA requirements and taught your child for four or more consecutive weeks in the following subject(s): \_\_\_\_\_

Teacher qualification statutes:

\_\_\_\_\_ This teacher is currently teaching under an emergency or other provisional status.

\_\_\_\_\_ This teacher is currently involved in training and coursework to attain North Dakota licensing requirements and/or to continue learning curriculum and instruction strategies related to their grade level(s) and subject assignment(s).

It is your right to request further information regarding the qualifications of your child's teacher(s). If you wish to request such information, please contact me.

Sincerely,  
(Administration)