

Cooper Upper Elementary School
Livonia Public Schools
28550 Ann Arbor Trail, Westland, MI 48185
Phone: 734-744-2710 Fax: 734-744-2712

Terry Taylor, Principal

Sarah Aherne, Assistant Principal

September 4, 2012

Dear Parent and/or Guardian,

Your child currently attends a school that receives funds from the Title I, Part A program. Title I, Part A is a federal supplemental program designed to help children reach high academic standards. In receiving funds from this program the district has a requirement to inform you, as parents of children attending a Title I school, of information available to you regarding the professional qualifications of your child's classroom teacher(s). Information will be provided to you **upon request and in a timely manner** regarding the following:

- Whether your child's teacher has met Michigan qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your child's teacher is teaching under emergency or other provisional status through which Michigan qualification or licensing criteria have been waived.
- The baccalaureate degree major of your child's teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

These requests should be directed to the Asst. Director of Human Resources, Mrs. Cindy DeMan. All instructional staff at Cooper meets the highly qualified criteria under the No Child Left Behind law.

You may request additional information on the level of achievement of your child on each of Michigan's assessments. Michigan uses the Michigan Educational Assessment Program (MEAP) to determine levels of achievement.

You will also receive timely notice if your child is, for whatever reason, assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified. A highly qualified teacher would be defined as a teacher who meets Michigan's qualification and licensing criteria for the grade level or subject area in which the teacher is providing instruction.

Please let us know if you have questions or concerns about Title I funding or your child's status at any time.

Sincerely,

Mr. Terry Taylor
Principal

Mrs. Aherne
Assistant Principal