

# Loretta L. Radulic

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ASSISTANT SUPERINTENDENT  
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Dear Parents:

The Federal *No Child Left Behind* Act of 2001 requires school districts that receive federal Title I funding to notify parents of their right to know the professional qualifications of the classroom teachers who instruct their child.

As a recipient of these funds, Roxbury will provide you with this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches;
- Whether the teacher is teaching under emergency or provisional status because of special circumstances;
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree;
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

Roxbury 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. All of the teachers in the district currently meet the definition of Highly Qualified, and you will be notified if your child is ever in a class in which the teacher does not meet the definition.

The law requires that all teachers meet a specific legal definition of "highly qualified" in order to teach in schools that receive Title I funding. The legal definition of a "highly qualified teacher" has three parts. It states that the teacher must have the following:

1. A four-year college degree
2. A regular teaching certification/license
3. Proof of his/her knowledge in the subject taught

New Jersey has some of the most qualified teachers in the country, and we are extremely proud of the good quality of the teaching staff in the Roxbury School District. All of our regular teachers have college degrees and many have advanced degrees. The state of New Jersey has always required a teaching certificate/license for all teachers.

If you have any questions about this, please contact me via email or telephone. Please note that the Title I Parent Involvement Policy is posted on the district web site.

Thank you,

Loretta L. Radulic  
Assistant Superintendent