



MSD of Martinsville Title I

389 E. Jackson Street
Martinsville, IN 46151



2026-2027 School Year

Dear Parents/Guardians:

In accordance with the Elementary and Secondary Education Act, Section 1111(h)(6) PARENTS' RIGHT-TO-KNOW, this is a notification from the MSD of Martinsville to every parent of a student in a Title I School that you have the right to request information regarding the professional qualifications of your student's classroom teachers and paraprofessionals and receive such information in a timely manner.

Information regarding the professional qualifications of your student's classroom teachers shall include the following:

- If the teacher has met state qualifications and licensing criteria for the grade level and subject areas taught;
- If the teacher is teaching under emergency or temporary status in which Indiana qualifications and licensing criteria are waived;
- The teacher's baccalaureate degree major, graduate certification, and field of discipline; and ● Whether the student is provided services by paraprofessionals, and if so, their qualifications. ● If at any time a teacher that is not highly qualified has taught your student for 4 or more consecutive weeks, you will be notified by the school of this information.

This is a notification from Smith Elementary to parents of students in Elee Contreras's 3rd grade class. Mrs. Contreras is working under a long-term substitute permit while she is completing her licensure requirements. She is expected to be fully licensed by the end of the Fall semester.

If you have questions or concerns, please feel free to call your school principal, [Cheyenne Mappes](mailto:Cheyenne.Mappes@msdofmartinsville.org), at [765-342-8488](tel:765-342-8488).

Sincerely,

Jennifer Goodwin

District Title I & III Program Administrator