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January 15, 2025

Dear Parent/Guardian:

All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law. Per Florida Statute 1012.42, when a teacher is assigned teaching duties out of the field in which the teacher is certified, the parents of all students in the class shall be notified in writing.

In Title I schools, when a child is taught for four or more consecutive weeks by a teacher who is non-state certified or state certified, but teaching out-of-field, the LEA must provide written notification to each parent in a timely manner. Information about your child's teacher's qualifications and/or classroom paraprofessionals may be obtained upon request.

Hillsborough County Public Schools 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. The district is assisting our teachers by developing an Individual Professional Development Plan to complete the requirements needed to become in-field.

All our teachers are certified to teach, although some of them are currently out-of-field and are working on additional areas of certification. You have the right to know the professional qualifications of the teachers or paraprofessionals who instruct your child. Federal law allows you to ask for certain information about your child's teachers and requires us to give you this information in a timely manner if you ask for it. If you would like more information, please contact the school at 813-347-4160.

The table below lists teachers who are currently out-of-field.

Teacher Name	Grade Level	Certifications	Certifications Needed
Kelsey Spaulding	Kindergarten	Elementary Education ESOL	Reading

Sincerely,

Dave McMeen
 Principal
 Sullivan Partnership School