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**B. C. GRAHAM ELEMENTARY SCHOOL**

November 1, 2021

Dear Parents/Guardians:

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.

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 of 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)- 276-5408.

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

Sincerely,

*Carisa Spires*

Principal

Teacher	Classes Taught Assignments	Assignment Start Date	Certification(s)	Held Out- of-Field Are/Classes
Audra Hunter	5 <sup>th</sup> Grade with ELL students	August 2, 2021	Elementary Education	ESOL Endorsements
Deborah McClendon	1 <sup>st</sup> Grade	August 2, 2021	Certified Elementary Ed. ESE, Reading Endorsement	ESOL Endorsements
Milvelis Montas	3 <sup>rd</sup> Grade	August 2, 2021	Elementary Ed.	ESOL Endorsments