

# Bisbee Unified School District #2

519 W. Melody Ln.  
Bisbee, Arizona 85603

Phone: (520)432-5381 Fax: (520)432-7622

Tom Woody, *Superintendent*  
Jen McBeth, *Director of Instruction*

August 18, 2020

To Parents/Guardians:

Your child is attending a school receiving Title I federal funds through the Elementary and Secondary Education Act (ESEA). This letter lets you know about your right to request information about the qualifications of the classroom staff working with your child.

As a Title I school, we are required to meet federal and state regulations related to teacher qualifications. Parents may request, and we will provide to parents on request (and in a timely manner), information regarding the professional qualifications of their student's classroom teachers, including at a minimum:

1. Whether the student's teacher:
  - Has met State qualification and certification requirements for the grade levels and subject areas in which the teacher provides instruction;
  - Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;
  - Is teaching in the field of discipline of the certification of the teacher; and
  - What undergraduate or graduate degrees the teacher holds.
2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact your child's campus principal:

Darin Giltner, Bisbee High School - [dgiltner@busd.k12.az.us](mailto:dgiltner@busd.k12.az.us);  
Laura Miller, Lowell Junior High School - [lmiller@busd.k12.az.us](mailto:lmiller@busd.k12.az.us);  
Lindsay Vertrees, Greenway Elementary School - [lvertrees@busd.k12.az.us](mailto:lvertrees@busd.k12.az.us)