



Date: August 2025

Dear Parents:

Under the Elementary and Secondary Education Act (reauthorized as the Every Student Succeeds Act), Title I schools are required to provide parents with notification when a teacher does not meet the Appropriate Certification requirements.

Although (name here) is a valued member of the faculty at West Point, he/she does not meet the requirements for being an Appropriately Certified Teacher. (name here) will be completing the necessary steps to meet the requirements as soon as possible.

Sincerely,

Sincerely,

Amy Mikos

Principal

West Point

Dysart Unified School District

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