



September 8, 2022

At the Pittsburgh Public Schools (PPS), we are very proud of our teachers and paraprofessionals and the work they do every day to prepare our students for success. As a parent, you have the right under the Every Student Succeeds Act (ESSA) to request information about the qualifications of the teachers and paraprofessionals who instruct your child, as well as information on assessments.

### Teacher & Paraprofessional Qualifications

Under the ESSA guidelines, parents may request the following information:

- Is my child's teacher licensed by the Pennsylvania Department of Education to provide instruction for the grades and subjects taught?
- Is my child's teacher teaching under emergency or other provisional certification?
- What college major/any other advanced degrees or certifications does my child's teacher hold?
- Is my child receiving services from paraprofessionals and, if so, what are their qualifications?

### Assessment Information

District Assessment information is currently available online at [www.pghschools.org/assessment](http://www.pghschools.org/assessment). However, parents/guardians can also request the following information about assessments:

- Subject matter tested/assessed
- Purpose of the assessment
- Source of the requirement
- Amount of time students will be tested
- How and when parents will receive results
- Procedures for opting out of assessments
- District policies regarding participation in assessments

To request the above information, please submit a written request to the Parent Hotline, Pittsburgh Public Schools Service Center, 1305 Muriel Street, Pittsburgh, PA 15203. Please include your child's name, school and homeroom, as well as a telephone number where you may be reached between the hours of 8:00 a.m. and 4:30 p.m. You may also place your request by contacting our Parent Hotline Team at 412-529-HELP (4359).

At PPS, we are committed to ensuring that your child receives high-quality instruction so that they graduate college, career and life ready.

Sincerely,

Margaret Rudolph  
Chief Human Resources Officer

Margaret Rudolph  
Chief Human Resources Officer

341 S. Bellefield Avenue  
Room 155  
Pittsburgh, PA 15213

[mrudolph1@pghschools.org](mailto:mrudolph1@pghschools.org)  
Phone: 412-529-4357

Parent Hotline:  
412-529-HELP (4357)

Pittsburgh Public Schools (PPS) does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to the Assistant Superintendent for Student Services, Title IX Coordinator or the Section 504/ADA Title II Coordinator at 341 S. Bellefield Avenue, Pittsburgh, PA 15213, 412-529-3950, [TitleIXCoordinator@pghschools.org](mailto:TitleIXCoordinator@pghschools.org) or 412.529.HELP (4357).