



Cottonwood Elementary

709 Hedge Ln.
Paola, KS 66071
Ph: 913.294.8050

Brennan Riffel, Principal

To: All Parents or Guardians

From: Cottonwood Elementary School

Date: 8/20/26

Subject: **Parental Rights and Annual Report Card Notification**

This letter serves as notice of your parental rights to request and receive information and notifications regarding your child's education in a building receiving Title I, Part A funds under ESSA. Response to your request and notifications on the part of the school must be completed in a timely manner. The following information, in accordance with Every Student Succeeds Act, is available to you, as the parent, upon request:

- Information regarding the professional qualifications of your student's classroom teachers.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.
- Information on the level of achievement and academic growth of your student on state assessments.
- Information regarding the school and school district state report cards.

In addition to the above information, schools must provide the following:

- Parent notification if their student has been taught for four or more consecutive weeks by a teacher who does not meet the applicable state certification requirements at the grade level and subject area in which the teacher has been assigned. [ESSA 1112(e)(1)(B)(ii)].
- Parent notification and access to district and building report cards. Annual report card information can be accessed at [INSERT INFORMATION, LINK, here].
- Parent notification of English learner participation must be provided within 30 days after the beginning of the school year or within the first two weeks of placement for students who enroll after the start of the school year [ESEA 1112(e)(3)(A-B)]. Please contact [insert contact name] at [insert phone number and email address] if you have additional requests, questions, or would like to receive more information.

If you would like to receive any additional information about any of the above issues, please contact Brennan Riffel at 913-294-8050.

Thank you for your continued partnership in your child's education.

Sincerely,

Brennan Riffel, Principal