



P: 302.856.3636
F: 302.856.3376
21150 Airport Road
Georgetown, DE 19947
www.sussexacademy.org

Dear Parent/Guardian:

This letter is to inform you that Sussex Academy is a participating Title 1 School. Title I is a Federal program that helps support schools who have children from low income families. This program helps to ensure that all children have access to and strive to meet challenging academic standards within their participating school.

Sussex Academy will continue to include opportunities each year to help our students that are supported by Title I funding and overall program requirements. In addition, parents/guardians are always welcome to provide input with their child's teacher and school administrators regarding their ideas to support the school and their child's education.

As a school that receives Title I funding, Sussex Academy would like to share important information with our families:

- All parents/guardians may find the Parent Involvement Policy on the Sussex Academy website under 'Board> Relevant Board Policies'.
- Following annual State assessments, Sussex Academy will provide information to parents regarding their child's level of achievement, and academic growth.
- Parents/Guardians have the right to request information regarding any State or LEA Policy regarding student participation in any assessments mandated by ESSA and by the State or school. Information regarding the types of assessments that fall into these categories will be shared on the school website.
- All parents/guardians have the right to know, upon request, the teacher and/or paraprofessional's qualifications/licensure for the classroom in which your child is being instructed or has been instructed. You can access this information by going onto DEEDS (Delaware Educator Data System) public access (<https://deeds.doe.k12.us>) or by submitting a request for this information to the school. Schools shall provide timely notice that a student has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.
- Districts/Schools will notify parents of formal procedures to submit and resolve complaints alleging violations of the law in the administration of any federal programs.
- Districts/Schools using funds under Title I and Title III (for English Language Learners) to provide a language instruction education program as determined under Title III shall, no later than 30 days after the beginning of the school year, inform parents of an English Learner identified for participation and/or participating in such a program.
- For an English learner identified during the school year, the school will inform parents during the first two weeks of the child being placed in a language instruction educational program.
- Parents/Guardians of English Language Learners shall be invited to an Annual Title I/ Title III Meeting.
- Parents / Guardians of any identified English Learner have the right to be active participants in their child's education by regular and ongoing communication with the ELL/ESL teacher regarding helping their child attain English proficiency and their child's overall achievement. They are also welcome to be involved in the planning, review, and improvement of English Learning Programs held in their child's school.

For any questions or concerns please contact the school at 302-856-3636 and request either the head of school or financial office.

Thank you for your continued support of Sussex Academy.

Seahawks