

# ESTANCIA MUNICIPAL SCHOOLS

P.O. Box 68 / Estancia, NM 87016



Cindy L. Sims, PhD  
Superintendent

Phone (505) 384-2006  
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## PARENT NOTIFICATION LETTER

DATE: September 23, 2019

Dear Parent,

The federal Every Student Succeeds Act (ESSA) requires that local education agencies provide notice to parents of your right to request information about the licensure, education, degrees, and teaching assignment of your child's teacher/s and any educational assistants who may work with your child. Section 22-10A-16 NMSA 1978 expands this requirement to all public schools, and adds a requirement to include information regarding the qualifications of the school principals.

If you are interested in requesting information about your child's teacher/s, educational assistant/s, and/or school principal/s, please submit your request in writing, specifying your name, phone number, mailing address, your child's name and school, and the name/s of the teacher/s, assistant/s, and/or principals for whom you are requesting information. You may send your written request to me at:

Estancia Municipal School District  
Attention: Dr. Cindy Sims  
PO Box 98  
Estancia, NM 87069

Please feel free to contact me should you have any specific questions regarding this law.

Sincerely,

Cindy L. Sims, PhD  
Superintendent of Schools

Estancia Municipal Schools Board of Education:  
Randol Riley – President, Elaine Darnell – Vice President, Lee Widner – Secretary,  
Kendra Otis – Member, Ken Lujan – Member  
*“Good Schools Make Fine Communities Better”*