



**Nancy S. Grasmick**  
**State Superintendent of Schools**

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD

April 18, 2005

To Local Superintendents of Schools:

I want to thank you for the work you are doing to implement the requirements of the No Child Left Behind Act of 2001 (NCLB). Accountability is central to the success of NCLB and requires the provision of several parent options. Under the requirements of NCLB, local school systems must:

- Provide all students enrolled in a school identified for school improvement with the option to transfer to another public school served by the local educational agency that has not been identified for school improvement.
- If a school continues not to make adequate yearly progress, continue to offer the transfer option and make supplemental educational services available to eligible children.
- Spend an amount equal to 20 percent of the Title I, Part A funds for transportation of students who exercise a choice option or for supplemental educational services, unless a lesser amount is needed to meet all requests.
- Promptly notify parents, in an understandable language and in a timely manner, of the option to transfer their child to another public school with transportation provided, or to obtain supplemental educational services for eligible children.
- Provide information regarding parents "right-to-know." Notification should explain that parents may request information on the professional qualifications of their child's classroom teachers and paraprofessionals. Parents should be provided timely notice if their child has been taught for four or more consecutive weeks by a teacher not highly qualified and be informed of their child's academic achievement.

Please complete and submit by May 23, 2005 your policy and procedures to implement the transfer option and supplemental educational services for school year 2004-2005 and complete the attached form regarding your parent option and notification processes for school year 2004-2005. If you have questions or need clarification, contact Ms. Ann E. Chafin, Chief, Program Improvement and Family Support Branch, at (410) 767-0286.

Sincerely,

Nancy S. Grasmick  
State Superintendent of Schools

NSG/AEC:pb

Attachment

c: Title I Coordinators