

ORANGE COUNTY PUBLIC SCHOOLS

**JONES HIGH SCHOOL**

Orlando Norwood

Principal

801 S. Rio Grande Avenue

Orlando, FL 32805

Telephone: 407-835-2300

Fax: 407-835-2304

10/10/2023

Dear Parents,

\* OCPS requires that all instructional personnel are highly qualified. If a teacher has not met state licensing criteria for the grade levels and subject areas in which the teacher provides instruction, he/she must enter into a plan to acquire certification by completing one of the following options within one (1) calendar year:

- \* attending a self-study online module in conjunction with Florida Diagnostic and Learning Resources System (FDLRS)
- \* completing the required coursework at a university or community college
- \* passing the Florida Subject Area Exam for that course

As required by the ESSA, this letter is to notify you that your child has been taught for four consecutive weeks by a permanent substitute, who has not met Florida's certification requirements. One or more of the following steps were taken to ensure that your child received quality instruction:

1. Lessons were carefully planned and reviewed.
2. Highly-qualified teachers met daily with the substitute / teacher.
3. Classrooms were visited by a member of the administrative team.

Teacher: Environmental Science Permanent Substitute

1st Day of Absence: 9/12/23

20th Day of Absence: 10/10/23

Please do not hesitate to contact me if you have any questions.

Sincerely,



Principal's Signature

**"Achieving Excellence Together"**

"THE ORANGE COUNTY SCHOOL BOARD IS AN EQUAL OPPORTUNITY AGENCY"

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Teacher: Algebra 1A Permanent Substitute

1st Day of Absence: 9/12/23

20th Day of Absence: 10/10/23

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Teacher: Intensive Reading Permanent Substitute

1st Day of Absence: 9/12/23

20th Day of Absence: 10/10/23

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3. Classrooms were visited by a member of the administrative team.

Teacher: Agriculture Permanent Substitute

1st Day of Absence: 9/12/23

20th Day of Absence: 10/10/23

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