



# *Mittye P. Locke Elementary School*

4339 Evans Avenue, New Port Richey, FL 34652-5414

Phone: 727-774-3100 Fax: 727-774-3191

<http://locke.pasco.k12.fl.us>

*Adam Wolin, Principal*  
awolin@pasco.k12.fl.us

*Cynthia Bauman, Asst. Principal*  
cbauman@pasco.k12.fl.us

9/3/13

Dear Parent,

As a Title I school, we are required to inform you when a teacher, for four or more consecutive weeks, does not meet certification requirements.

Your child's teacher, Meghan Horak, currently holds a teaching certificate in Elementary Education and is teaching out of her field in Gifted.

Mrs. Horak is currently taking courses to gain the Gifted endorsement and is working closely with the three other teachers of gifted on her team.

If a teacher is teaching out of field, Florida law requires this teacher to take at least six semester hours of course work towards her out-of-field certificate area each year until she is fully certified for the teaching assignment. If the teacher is out-of-field in ESOL, Florida law requires this teacher to earn an ESOL endorsement through taking at least 3 semester hours of college course work or in-service credits within a predetermined time period.

The District is providing assistance in meeting these requirements and we have full confidence in her ability to teach effectively in this assignment during the 2013-2014 school year.

We are dedicated to meeting the educational needs of our students and are working to ensure that your child receives the best possible education. Please feel free to call Mr. Wolin at 727-774-3100 if you have any questions or would like additional information.

Sincerely,

Adam Wolin  
Principal  
MPLES