



Sheffield High School

HIGH SCHOOL

"Home of the Mighty Knights"

4315 Sheffield Ave
Memphis, TN 38118
(901) 416-2370- Main Office
(901) 416- 2407- Fax Number

Dr. Melanie Black, Principal
Keisha Hicks, Assistant Principal
Kimberly Greer, Assistant Principal

September 30, 2024

Dear Parent(s)/Legal Guardian(s):

In Tennessee, in accordance with the Every Student Succeeds Act (ESSA), all Title I schools are required to provide timely notice to parents of students who have been assigned to or taught by a teacher, for four or more consecutive weeks, when the teacher does not meet applicable state licensure requirements at the grade level(s) and subject area(s) in which the teacher has been assigned.

We are notifying you that your student's ENGLISH I, ENGLISH II, CHEMISTRY, ALGEBRA II, CREATIVE WRITING, and SPANISH II classes are being taught by someone that has not yet met the requirements of Memphis-Shelby County Schools or the Tennessee Department of Education. Memphis-Shelby County School District is working with these teachers to ensure that the necessary steps are taken to meet these requirements.

We are proud of the quality of teaching staff that we have at Sheffield High School, and it is our goal to employ teachers that will provide the best education possible for your child. We will closely monitor these classes to ensure the students are receiving adequate instruction. However, if you have additional questions or concerns about your student's educational progress or their teacher, you may contact the school's principal. Thank you for your support of Sheffield High School and Memphis-Shelby County Schools. By working together, we can ensure your student is successful!

Sincerely,

Dr. Melanie Black, Principal