

# Determining "Highly Qualified" Status Elementary Teacher (PK-6<sup>th</sup>)

Teacher's Name: \_\_\_\_\_

Date of Hire: \_\_\_\_\_

District's first day of instruction for the 2002-2003 school year: \_\_\_\_\_

\*Teachers hired after the first day of instruction in the 2002-2003 school year and who teach in a core academic subject on a Title I schoolwide campus or whose salary is paid in part or in whole by Title I Part A funds must be "highly qualified" when hired. All other teachers must be highly qualified by end of school year 2005-2006.

This documentation should be maintained in teacher's service record.

## NEW ELEMENTARY TEACHER

## EXPERIENCED ELEMENTARY TEACHER

Use the following criteria for teachers who are new to the profession, defined as having less than one year (90 days) of creditable teaching experience, at the start of the 2002-2003 school year.

Use the following criteria for teachers who had at least one year (90 days) of creditable teaching experience at the start of the 2002-2003 school year.

Holds at least a Bachelor's Degree:  
 Yes  No

Holds at least a Bachelor's Degree:  
 Yes  No

**AND**

**AND**

Has full state teaching certification:  
*\*A teacher enrolled in a approved alternative certification program and teaching on a one-year probationary certificate is considered to be fully certified.*

Has full state teaching certification in any area:  
 Yes  No

Yes  No

**AND**

Has demonstrated subject competency in the area being taught in one of the following ways:

**AND**

Has passed the appropriate ExCET exam:  
 Yes  No

Has demonstrated subject competency in the area being taught\*\* in one of the following ways:

**OR**  
Has passed the appropriate TExES exam:  
 Yes  No

Has passed the appropriate ExCET exam:  
 Yes  No

**OR**  
Meets the criteria for HOUSE Option A\*:  
 Yes  No

**OR**

Has passed the appropriate TExES exam:  
 Yes  No

**OR**  
Meets the criteria for HOUSE Option B\*:  
 Yes  No

\* \*Elementary teachers teaching a single subject area such as only music, or only art, or only reading must be "highly qualified" in the respective subject area. This can be accomplished by using HOUSE option B to demonstrate competency, provided that the teacher has the equivalent of a college major in the subject that he/she is teaching. The teacher could also use HOUSE Option A, if it better fits his/her situation.

**\*If using HOUSE Option A or HOUSE Option B to demonstrate competency, you must attach the HOUSE Option worksheet for Elementary. HOUSE is defined as a high, objective, uniform standard of evaluation.**

\_\_\_\_ Teacher **meets** the definition of Highly Qualified (No plan is required for this teacher.)

\_\_\_\_ Teacher **does not meet** the definition of Highly Qualified. (A plan to have this teacher meet the definition of highly qualified is attached.)