Highly Qualified Q & A

Highly Qualified Teacher Requirements

What are the requirements for a Highly Qualified Teacher?	
a) Has obtained full Texas teacher certification, including appropriate special education certification; and b) Holds a minimum of a bachelor's degree; and c) Has demonstrated subject matter competency in each of the core academic subjects in which the teacher teaches.	Q1
What are the Core Subject Area Courses? What subjects are in the General Elementary Curriculum?	
English, reading or language arts, mathematics, science, foreign languages (languages other than English), civics and government, economics, arts, history, and geography. "Arts" are music (including band and choir directors), art, theatre, and dance.	Q2
Who has to be HQ?	
Any PK-12th grade teacher who 1) is the teacher of record, and 2) provides direct instruction to students in any of the core academic subject areas defined by NCLB must meet the requirements.	Q5
Which teachers are not required to be HQ?	
In general, when the teacher is either a) not providing direct instruction and another general education teacher has responsibility for the design and delivery of instruction, as well as the evaluation of student performance, or b) the course is not in a core academic subject area as defined by NCLB.	Q6
Are there different requirements for Special Education, Bilingual, and/or ESL teachers?	
· Special Education teachers who deliver direct instruction to students with disabilities in core academic subject areas must meet the appropriate state Special Education certification requirements for the grade level that they are teaching in addition to meeting the same standard for subject matter competency to meet HQ. · If Bilingual and ESL assigned teachers provide instruction in core academic subjects, the teacher must meet the applicable highly qualified requirements for the grade level and core academic subject areas taught.	Q15, Q11

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Are substitute teachers required to be HQ?	
An individual that is hired to substitute for a teacher while the teacher is out sick or on leave is not considered the teacher of record and is not required to meet the HQ requirements. However, if an individual is hired to substitute for a teacher who has not been hired, the substitute becomes the teacher of record and must meet the HQ requirements.	Q13

Determinations

Are there different requirements for Elementary, Middle, and High School Teachers?	
HQ Elementary requirements apply to PK-6th grade teachers. Teachers assigned to 7th -12th grade must meet secondary HQ requirements. Therefore, some middle school teachers may be required to meet both elementary and secondary HQ requirements if they are assigned to both 6th and 7th or 8th grades.	Q23-Q30 Appendix D – Chart 1
Do the requirements apply to open-enrollment Charter Schools?	
All charter school teachers must hold at least a bachelor's degree and must demonstrate competency in assigned core academic areas. Special Education teachers must also have appropriate Special Education certification. Charter school teachers must meet the certification requirements as they apply to the Charter School.	Q12
Can teachers in an Alternative Certification Programs (ACP) be HQ?	
Teachers in ACP programs may be considered to be highly qualified during the internship year if the teacher meets the following three requirements: 1) participation in an SBEC-approved program for a period not to exceed three years; 2) Hold a minimum of a bachelor's degree; and 3) demonstrate subject matter competency in each of the academic subjects in which the teacher is assigned to teach.	Q32

*References in Notes Colum refer to question numbers in the *Guidance for the Implementation of NCLB Highly Qualified Teacher Requirements, March 25, 2008.*

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Reporting

Annual HQ Process Letter Mid-summer To the Administrator Addressed letter that specifies dates and required HQ activities for the school year.	http://ritter.tea.state.tx.us/taa
Annual Compliance Report Instructions and Printable version of the annual HQ Compliance Report.	http://www.tea.state.tx.us/index4.aspx?id=4757
Data Validations On an annual basis, districts are selected to participate in a random data validation of HQ documentation. Documentation requirements are included in the *No Child Left Behind Documentation Guide*	

Compliance

The following 2010-2011 Initial Compliance Review Indicators relate to a district's meeting the NCLB Highly Qualified requirements:

1	If zero percent (0%) of Title I, Part A funds were reserved or $0 of Title II, Part A or Title V, Part A funds were expended for assisting teachers to become highly qualified, are 100% of the classes on Title I campuses highly qualified?
2	Do 100% of the Title I paraprofessionals meet the required qualifications?
18	Did each Title I, Part A campus provide timely notice, to each individual parent, if the child was assigned to or taught for four or more consecutive weeks by a teacher who was not highly qualified? [P.L. 107-110, Section 1111(h)(6)(A-B)]
19	Does the LEA have on file for each Title I, Part A campus a written attestation signed by the principal stating that the principal understands the requirements of Section 1119 and the current status of his/her campus with respect to meeting those requirements? [P.L. 107-110, Section 1119(i)]
72	Did the district publicly report highly qualified teacher status by 1/15/2010?
73	Did the district ensure that the campus highly qualified teacher plan included strategies to ensure teachers, who are not highly qualified in all core academic subject areas taught, become highly qualified in a reasonable timeframe? [P.L. 107-110, Section 2122 (b)(10)]
74	Were all campus highly qualified reports submitted by 11/9/2009 deadline?
78	If the LEA had fewer than 100% of its teachers meeting the Highly Qualified requirements, did the LEA submit the required highly qualified plans to TEA on time?
79	If the LEA was selected for random validation, did the LEA submit the requested highly qualified teacher data to TEA on time?
95	Did the LEA ensure that teachers paid with Title II, Part A for class-size reduction meet HQ requirements? [P.L. 107-110, Section 2123(a)(2)(B)]

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Resources

Annual Comprehensive HQ Training available at each ESC.

NCLB / HQ website

- Guidance Document
- Sample Letters / Determination Forms
- Region / District / Campus Reports

eGrants

- Annual HQ Compliance Report

ESC 20 NCLB Program Series

NCLB Weekly Update / To the Administrator Addressed Letters

- http://miller.tea.state.tx.us/list/

Initial Compliance Report Indicators that are impacted by HQ Requirements

References:

Division of NCLB Program Coordination, Texas Education Agency. (March 25, 2008). *Guidance for the Implementation of NCLB Highly Qualified Teacher Requirements.* *http://ritter.tea.state.tx.us/nclb/PDF/hq_guidance_stateversion_v5.032508.pdf*

Division of NCLB Program Coordination, Texas Education Agency. (August 20, 2009). *Status of No Child Left Behind (NCLB) Highly Qualified Teacher Requirements*. *http://ritter.tea.state.tx.us/taa/stanprog082009.html*

Division of NCLB Program Coordination, Texas Education Agency. (April 6, 2010). *Revised USDE Guidance Related to Highly Qualified Teacher Requirements Elementary HOUSE Documentation Required.* *http://ritter.tea.state.tx.us/taa/nclb040610.html*

Division of NCLB Program Coordination, Texas Education Agency. Highly Qualified Webpage. *http://www.tea.state.tx.us/index4.aspx?id=4650*

Division of NCLB Program Coordination, Texas Education Agency. Highly Qualified Teachers State, Region, District, and Campus Public Reporting. *http://burleson.tea.state.tx.us/ReportInterface*

Division of NCLB Program Coordination, Texas Education Agency and Education Service Center, Region 20. (2009) *NCLB Documentation Guide*. *http://portal.esc20.net/portal/page/portal/NCLB/Documentation.htm*

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