Determining "Highly Qualified" Status
Secondary Special Education Teacher (7-12)

Teacher's Name _____ Date _____

The following criteria must be met by any secondary teacher teaching a special education core academic subject to meet the definition of "highly qualified."

Holds at least a bachelor's degree: _____Yes _____No

AND

Has appropriate state special education teaching certification: _____Yes _____No

In addition, secondary teachers must demonstrate subject competency in every core academic subject area teaching assignment.

Any secondary teacher may demonstrate subject competency for any core academic subject taught in one of the following ways. Documentation must be maintained in teacher's service record or personnel folder.

NEW 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, prior to the start of the current school year.

Subject : _____

Has passed the appropriate TExES Generalist exam: ___Yes ___ No

OR

Has academic major in the subject taught: ___Yes ___ No

OR

Has Graduate Degree in the subject taught: ___ Yes ___ No

OR

Has coursework equivalent to an undergraduate major in the subject taught (24 hours with 12 being upper division): ___Yes ___ No

OR

(If teaching core academic subjects exclusively to children assessed on alternate achievement standards and providing instruction only at the elementary level)

Meets Highly Qualified for Elementary: ___Yes ___No

(Attach Elementary Highly Qualified Worksheet)

Teacher meets the definition of highly qualified: ___ Yes ___ No

TExES Exams meeting subject competency requirements for 7th and 8th grades:

- EC-12 Special Ed. (Reading/LA or Math)
- 4-8 Generalist (Reading/LA, Math, Science, Social Studies)
- 4-8 Content Specific Exam (for specific content area only)

EXPERIENCED TEACHER

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

Subject : _____

Has passed the appropriate ExCET Subject exam: ___Yes ___No

OR

Has passed the appropriate TExES Subject exam: ___Yes ___No

OR

Has academic major in the subject taught: ___Yes ___No

OR

Has Graduate Degree in the subject taught: ___Yes ___No

OR

Has coursework equivalent to an undergraduate major in the subject taught (24 hours with 12 being upper division): ___Yes ___No

OR

Meets HOUSE* for Secondary: ___Yes ___ No

OR

(If teaching core academic subjects exclusively to children assessed on alternate achievement standards and providing instruction only at the elementary level)

Meets Highly Qualified for Elementary: ___Yes ___No

(Attach Elementary Highly Qualified Form)

OR

(If teaching core academic subjects exclusively to children assessed on alternate achievement standards and providing instruction above elementary level)

Demonstrates Appropriate Level of Knowledge* as defined by TEA: ___ Yes ___No

Teacher meets the definition of highly qualified: ___ Yes ___ No

NOTE: New Special Ed teachers who teach multiple subjects and are highly qualified in math, language arts, or science at the time of hire may demonstrate highly qualified in other subject areas within 2 years after the date of employment, which may include using HOUSE after one year of teaching experience.

*If using Appropriate Level of Knowledge or HOUSE for Secondary Option to determine subject competency for secondary special education teachers, you must attach Appropriate Level of Knowledge/HOUSE worksheet for each subject. The teacher must be eligible for one of the allowable continued uses of HOUSE options.

_____ _____

Signature of Authorized Administrator Date

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