

**Determining "Highly Qualified" Status
Elementary Teacher (PK-6th)**

Teacher's Name: _____ Date _____

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 current school year.

Holds at least a Bachelor's Degree:
 Yes No

AND

Has full state teaching certification in any area:
 Yes No

AND

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

Has passed the appropriate ExCET exam:
 Yes No

OR

Has passed the appropriate TExES exam:
 Yes No

EXPERIENCED TEACHER

Use the following criteria for teachers who have at least one year (90 days) of creditable teaching experience prior to the current school year.

Holds at least a Bachelor's Degree:
 Yes No

AND

Has full state teaching certification in any area:
 Yes No

AND

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

Has passed the appropriate ExCET exam:
 Yes No

OR

Has passed the appropriate TExES exam:
 Yes No

OR

Meets the criteria for HOUSE Option A*:
 Yes No

OR

Meets the criteria for HOUSE Option B*:
 Yes No

***If using HOUSE Option A or HOUSE Option B to demonstrate competency, you must attach the HOUSE Option worksheet for Elementary.**

Teacher **meets** the definition of Highly Qualified:
Yes _____ *No _____

Signature of Authorized Administrator

Date

*If the teacher does not meet the definition of highly qualified, a plan must be developed by the LEA to ensure the teacher will meet the highly qualified requirements for the subject area assignment by the end of the current school year.