

Determining "Highly Qualified" Status for Assignments that Satisfy

Specific Graduation Requirements in a Core Academic Subject Area (CASA)

Teacher's Name: _____

Date: _____

The following criteria must be met by any **teacher** assigned to a course that may satisfy a specific graduation requirement in a core academic subject area (CASA) to meet the definition of "highly qualified."

Holds at least a bachelor's degree: _____Yes _____No

AND

Has full state teaching certification in any area: _____Yes _____No

Course: _____

Core Academic Subject Area (CASA): _____

Has passed the appropriate ExCET or TExES Content exam: _____Yes _____No

(CTE and Technology Application certification exams do not meet the HQ requirements in a CASA.)

OR

Has an academic major in the CASA: _____Yes _____No

OR

Has a Graduate Degree in the CASA: _____Yes _____No

OR

Has coursework equivalent to an undergraduate major in the CASA (24 hours with 12 being upper division): _____Yes _____No

OR

Meets HOUSE* Option for Secondary Teachers _____Yes _____No

(This option is only allowable for teachers who have had at least one year of experience in the subject or a closely related field.)

Teacher meets the definition of highly qualified for this subject:

_____Yes _____No*

* The LEA must develop a plan to ensure the teacher will meet the HQ requirements by the end of the current school year.

Courses Include:

Science: Advanced Animal Science, Advanced Biotechnology, Advanced Plant and Soil Science, Anatomy and Physiology, Engineering Design and Problem Solving, Food Science, Forensic Science, Medical Microbiology, Pathophysiology, Principles of Technology, Scientific Research and Design

Mathematics: Mathematical Application in Agriculture, Food, and Natural Resources; Statistics and Risk Management; Advanced Quantitative Reasoning

English: Business English

Fine Arts: Principles and Elements of Floral Design, Digital Art and Animation, 3-D Modeling and Animation

***If using HOUSE Option to determine subject competency for experienced secondary teachers, you must attach a HOUSE worksheet for each CASA.**

Signature of Authorized Administrator

Date

HOUSE Worksheet for Assignments that Satisfy Specific Graduation Requirements in a Core Academic Subject Area (CASA)

Teacher's Name: _____

Date: _____

Course: _____ Core Academic Subject Area (CASA): _____

Competency is demonstrated by meeting **all** of the following criteria:

The Teacher must have at least one creditable year of teaching experience (defined as a minimum of 90 full-time instructional days as a teacher in a school year) in the course, Core Academic Subject Area (CASA) or closely related field (see lists below).

Yes

No

AND

The teacher has a minimum of 24 points derived as follows:

	Points
1 point for each year of teaching experience in the course, secondary CASA or closely related field (maximum of 12 points)	_____
1 point for each hour of college coursework in the course, secondary CASA or closely related field	_____
1 point for every 15 hours of Professional Development in the course, CASA or closely related field that meets the standards for CPE credit.	_____
Total Points:	_____

AND

At least 6 points represent the specific subject to be taught

Yes

No

Courses Include:

Science: Advanced Animal Science, Advanced Biotechnology, Advanced Plant and Soil Science, Anatomy and Physiology, Engineering Design and Problem Solving, Food Science, Forensic Science, Medical Microbiology, Pathophysiology, Principles of Technology, Scientific Research and Design

Mathematics: Mathematical Application in Agriculture, Food, and Natural Resources; Statistics and Risk Management; Advanced Quantitative Reasoning

English: Business English

Fine Arts: Principles and Elements of Floral Design, Digital Art and Animation, 3-D Modeling and Animation

Documentation of HOUSE Eligibility:

_____ At least one year (90 days) of creditable teaching experience in the course, CASA or closely related field as of the start of the current school year.

Closely Related Fields (For CTE courses accepted for graduation credit in a CASA, other CTE courses in the same CTE Career Cluster are acceptable as **closely related fields**.)

Science*
Life Sciences
Physical Sciences
Biology
Earth Science
Physics
Chemistry

Mathematics*
Engineering
Statistics
Accounting

Arts*
Art
Music
Theatre
Dance

English*
Reading
Speech
Journalism

*or any other course approved by SBOE for graduation credit in the CASA

Signature of Authorized Administrator

Date