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ESEA HQT Survey and Status Report for Teachers with Less Than One Year of Teaching Experience

Teacher Name

School

Date Completed

Use this form to determine a teacher's HQT status under the Elementary and Secondary Education Act (ESEA) and the Individuals with Disabilities Education Act (IDEA) for the entry of district data in the Annual Data Collection (ADC). This survey must be completed for any change in teaching assignment or potential change in the teacher's HQT status.

This form shall be kept in the district records. Do not send this form to the OPI.

Instructions

1. Indicate your teaching assignment in Section A
2. Elementary Licensed teachers: Complete Section B.1
 Secondary Licensed teachers: Complete Section B.2
3. Complete Section C indicating your status regarding the HQT requirements
4. Return the completed form to the building Principal

Definition

Sole provider of elementary curriculum at the elementary level means a teacher who is the exclusive instructional decision maker for student(s) in grades PK-8. If a special education teacher is the sole instructor to any elementary student for 60% or more of the school day, the teacher is considered to be the "sole provider" of elementary curriculum for that student.

Sole provider of core academic content of a secondary level class means a teacher who is teaching a secondary level core academic class(s) without any input from another teacher who meets the federal HQ requirements in that core academic subject. "Secondary level core academic class(s)" means any setting in which organized instruction of core academic content is provided to one or more students throughout the day who are receiving credit for the class toward graduation. (If the student is not receiving credit toward graduation for the class, the class is considered to be "special education" and not a core academic class.) Credit toward graduation means that Carnegie units are awarded based on grades as recorded on a student's transcript.

A. Assigned Teaching Position

I am a: (check all that apply)

- General Education Teacher Special Education Teacher Title I Teacher

Please complete the appropriate section below for each teaching assignment checked.

B.1 Teachers with an Elementary (K-8) (Class 1 or 2) License

Are you an elementary (K-8) general education, special education, or Title I teacher who teaches only K-8 students?
 Yes No NA

Are you a licensed elementary (K-8) special education teacher who teaches **only** children with significant cognitive disabilities at the secondary (9-12) level? Yes No NA

Are you a licensed elementary (K-8) special education teacher who is the sole provider of a core academic subject at the secondary level and you have passed the Praxis II subject area test for that core academic subject?
 Yes No NA

If the answer to any of the above items is Yes, then you meet the HQT requirements. If you answer No or NA to the above items then you do not meet the HQT requirements for the identified subject.

B.2 Teachers with a Secondary (5-12) License

I am the sole provider of content in the following Core Academic Subject(s) as defined by ESEA:
(check all that apply)

- English Reading or Language Arts Mathematics Science Foreign Languages
 Civics and Government Economics Visual Arts History Geography Elementary
 None of the Above

(Teachers who are NOT the sole provider of core academic content in any core academic subject do not need to make a determination or report HQ status. Check "none of the above" and return this form to the building Principal.)

Please complete the following items for each subject checked above.

Are you a secondary (5-12) licensed general education, special education, or Title I teacher with a major, or have passed the Praxis II test, in the core academic subject that you are assigned to teach at the middle grades (5-8) or high school level? Yes No NA

Are you a general education teacher with a degree in a core academic subject who teaches in a rural school as defined in the Small Rural Schools Act? (If yes, then you meet the requirements for HQT in all core academic subjects for three years from your date of hire.) Yes No NA

Are you a special education teacher with a degree in Math, Science or Language Arts? (If yes, then you meet the requirements for HQT in all core subjects for two years from date of hire in an urban setting or for three years from date of hire in a rural setting as defined in the Small Rural Schools Act.) Yes No NA

Are you a secondary (5-12) teacher with a special education endorsement providing special education services at the elementary (K-8) level and you are **not** the sole provider of elementary curriculum for any student, or have passed the Praxis II Elementary Content test?
 Yes No NA

If the answer to any of the above items is Yes, then you meet the HQT requirements. If you answer No or NA to the above items then you do not meet the HQT requirements for the identified subject.

C. HQT Status for district reporting:

I meet the HQT requirements for all subject areas for which I am the sole provider of core academic content.

OR;

I do not meet the HQT requirements in the following core academic subjects (Based upon the results of this survey):

- English Reading or Language Arts Mathematics Science Foreign Languages
 Civics and Government Economics Visual Arts History Geography Elementary

I have developed a plan with my building administrator to meet, as soon as possible, the HQT requirements in these core academic subjects. This plan is on file at the district office.

Signatures

Teacher

Administrator

Date Hired: M__ D__ Y____

Date SRSA Grace Period Ends: M__ D__ Y____

This information is to be used to complete the data entry for this teacher for class assignments in the ADC.

For additional information regarding ESEA requirements for "Highly Qualified Teacher" status, go to the OPI Web site at www.opi.mt.us/Accred/Index/html then click FAQ for HQT.