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Secondary (9-12) Level
ESEA HQT Survey and Status Report for
Teachers with One or More Years of
Experience Assigned to Teach at the
Secondary (9-12) Level

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. Check all core academic subjects in Section B for which you are the sole provider of content based upon the definition below.
3. Complete the items in Section C for each teaching assignment and subject checked in sections A and B. If needed, complete the HOUSSE form and attach it to this survey.)
4. Complete Section D indicating your status regarding the HQT requirements.
5. Return the completed form to the building Principal.

Definition

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 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 who are receiving credit for the class toward graduation.

A. Assigned Teaching Position

I am a: (check all that apply)

- General Education Teacher Special Education Teacher Title I Teacher

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

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

(If teachers are NOT the sole provider of core academic content in any core academic subject, they do not need to make a determination or report HQ status. Check "None of the Above" and return this form to the building Principal. These teachers have no ESEA requirements beyond Montana licensure.)

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

C. Complete the following items for each subject and teaching assignment checked above.

If you teach any subjects for which you cannot answer "yes" to the following items, then you must complete the High Objective Uniform State Standard of Evaluation (HOUSSE) form to determine your HQT status for those core academic subjects. If an item does not apply to you check N/A.

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 N/A

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.) For information on SRSA see www.opi.mt.gov/RuralEd/SRSA.html.
 Yes No N/A

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.) For information on SRSA see www.opi.mt.gov/RuralEd/SRSA.html. Yes No N/A

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 N/A

I must complete the HOUSSE for each of the following core academic subject(s): [Attach HOUSSE form(s)]
(The HOUSSE is only for use by teachers with one or more years experience teaching in a core academic subject.)

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

D. HQT Status for Classes Taught

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 and the HOUSSE procedures):

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

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.