

TEACHER QUALITY ASSURANCE PAGE

All elementary, middle and high school teachers of core academic subjects must demonstrate that they meet the federal requirements. See instructions on the back of this form.

Full Name as it appears on Tennessee teaching license
(Last name, First name, and Middle name/initial)

Robertson County School System

Social Security Number

School

License Endorsement Area(s) (List by codes)

Current Grade(s)/Subject(s) Taught

GENERAL OPTIONS

- Academic Major (transcript attached)
- Coursework Equivalent (transcript attached)
- Graduate Degree (transcript attached)
- National Board Certification (copy attached)
- NTE/PRAXIS Test (documentation attached)

HOUSSE OPTIONS (Existing teachers only)

- Professional Matrix (attached)
- Teacher Effect Data (documentation attached)
- Framework for Evaluation and Professional Growth
(option available after July, 2004)

Highly Qualified Content Area(s): Only one option is required for each content area. The following indicates the content area(s) and the option(s) that I have chosen to demonstrate that I meet the highly qualified requirements:

Content Area:	Content Area:	Content Area:
Option:	Option:	Option:

I hereby assure the Tennessee Department of Education that I hold a valid Tennessee teaching license. I understand that submission of this documentation demonstrates that I am a Highly Qualified Teacher in the above content area(s) under NCLB guidelines.

Misrepresentation or falsification of information may result in removal of highly qualified status and could be grounds for dismissal as a teacher under TCA 49-5-511.

Signature of Teacher

Date

Office Use Only

LEA Review Verification

I assure the Tennessee Department of Education that I have reviewed the documentation of the above-named educator and recommend the highly qualified status.

Signature of LEA Representative
examining documentation

Director of Schools' Signature

Title

Date

Date

Teacher Quality Assurance Page Instructions

For detailed information about the teacher quality requirements, refer to the Tennessee Plan for Implementing the Teacher and Paraprofessional Quality Provisions of the No Child Left Behind Act (NCLB) of 2001, available online at <http://tennessee.gov/education/mnclb.htm>. **Teachers should read this plan prior to selecting any option to meet the federal requirements of NCLB.**

HIGHLY QUALIFIED CONTENT AREA(S)

For each content area in which a teacher wishes to demonstrate highly qualified status under NCLB, teachers must indicate the option used. **Teachers are not limited to the content area(s) they currently teach.**

The federal NCLB content areas are: English, reading or language arts, mathematics, science (biology, chemistry, earth science, physics, and physical science), foreign languages (French, German, Latin, and Spanish), civics and government, economics, arts (visual arts and music), history, and geography.

For an elementary teacher (K-6) in a self-contained classroom, the content area should be listed as “elementary” since NCLB requires an elementary teacher to demonstrate competency in the broad elementary curriculum.

OPTIONS For each content area, a teacher must choose one option to demonstrate highly qualified status. Only one option, either a general option or a HOUSSE (Highly Objective Uniform State Standard of Evaluation) option, is required for each content area. The HOUSSE options are available to existing teachers only. See options chart below.

General Options:

- **Academic Major:** For a teacher of grades 7-12, the undergraduate major must be in the core academic content area indicated. Attach transcript as evidence.
- **Coursework Equivalent:** For a teacher of grades 7-12, the 24 semester hours (undergraduate and graduate courses) must be in the core academic content area indicated and may include **up to** six hours of content methodology coursework. Attach transcript as evidence.
- **Graduate Degree:** For a teacher of grades 7-12, the graduate degree must be in the core academic content area indicated. Attach transcript as evidence.
- **National Board Certification (NBC):** NBC must be at the grade level being taught (K-6) or in the core academic content area (7-12). Attach a copy of certificate.
- **NTE/PRAXIS Test:** Refer to Appendix A and Appendix A (Part 2) in the state plan for a list of the applicable tests and the passing scores being used for highly qualified status. Attach a copy of the documentation that identifies the appropriate test passed for the applicable content area. If a test has been validated by the SDE on-line search, a copy of the teacher certification information sheet from the website may be attached for documentation.

HOUSSE Options:

NCLB allows an existing teacher who is not new to the profession (hired before the first day of the 2002-03 school year), to demonstrate highly qualified status through a Highly Objective Uniform State Standard of Evaluation (HOUSSE).

- **Professional Matrix:** One hundred (100) points must be accumulated for professional activities and accomplishments. Attach a copy of the completed Matrix.
- **Teacher Effect Data:** The most recent 3-year average gain comparison of the teacher vs. the state must be Not Detectably Different (NDD) or Above the state mean. A copy of the report should be attached for documentation.
- **Framework for Evaluation and Professional Growth:** This option is currently being developed. The revised Framework is expected to be available after July, 2004.

Options	Elementary (K-6)		Middle or HS (7-12)	
	New	Existing	New	Existing
General Options:				
Academic Major			√	√
Coursework Equivalent of Major			√	√
Graduate Degree			√	√
National Board Certification (NBC)		√		√
NTE/Praxis Test	√	√	√	√
HOUSSE Options:				
Professional Matrix		√		√
Teacher Effect Data		√		√
Framework for Evaluation & Professional Growth*		√		√

*This option is currently under development and is expected to be available after July, 2004.

LEA REVIEW VERIFICATION The LEA Representative is the individual at the local level (school or central office) that has responsibility for determining teacher’s highly qualified status.

