

**NCLB HIGHLY QUALIFIED WORKSHEET**  
**SECONDARY GRADES 9-12**  
**BILINGUAL EDUCATION**

Name \_\_\_\_\_

Core Academic/Subject Areas – check one:

- |   |   |
|---|---|
| <input type="checkbox"/> English                          | <input type="checkbox"/> Reading or language arts |
| <input type="checkbox"/> Science                          | <input type="checkbox"/> Mathematics              |
| <input type="checkbox"/> Civics and government            | <input type="checkbox"/> Economics                |
| <input type="checkbox"/> History                          | <input type="checkbox"/> Geography                |
| <input type="checkbox"/> Art                              | <input type="checkbox"/> Music                    |
| <input type="checkbox"/> Foreign language<br>(list _____) |   |

**STEP A**

Do you hold a bilingual endorsement or approval on an Illinois teaching certificate valid for the grade levels of assignment or a type 29/transitional bilingual certificate?

Yes (Continue to Step B)     No (You cannot move on. You must meet Step A before you can be considered “Highly Qualified.”)

**STEP B**

Do you hold a type 10/special K-12, a type 09/secondary 6-12, or for grade 9 only, a type 03/elementary K-9 certificate valid for the subject taught?

Yes (Continue to Step C)     No (Continue to Step D on page 2)

**STEP C**

1. Have you passed the relevant content-area test?

Yes (Stop, you are “Highly Qualified.”)     No (Continue to #2)

2. Have you completed a major in the core content academic/subject area or coursework equivalent to a major (32 semester hours)?

Yes (Stop, you are “Highly Qualified.”)     No (Continue to #3)

3. Do you hold a master's or higher degree in a field directly related to the core academic/subject area?

\_\_\_\_ Yes (Stop, you are "Highly Qualified.")      \_\_\_\_ No (Continue to #4)

4. Do you hold NBPTS certification or an Illinois Master Certificate?

\_\_\_\_ Yes (Stop, you are "Highly Qualified.")      \_\_\_\_ No (Continue to HOUSSE if you have at least one year of fulltime teaching experience. If not, you cannot be considered "Highly Qualified.")

### **STEP D**

Do you hold a transitional bilingual certificate, and: 1) have you passed the content-area test applicable to the subject taught, and; 2) are you continuously enrolled in an approved teacher preparation program applicable to the grade levels served, and; 3) are you participating in an induction/mentoring program that conforms to the definition found in the regulations implementing the federal No Child Left Behind Act of 2001 at 34 CFR 200.56(a)(2)(ii)(A), and; (4) have you not exhausted the three-year period permitted under NCLB for attaining full certification?

\_\_\_\_ Yes (Stop, you are "Highly Qualified.")      \_\_\_\_ No (You cannot be considered "Highly Qualified.")

### **HOUSSE**

You are eligible to use the Illinois HOUSSE (High Objective Uniform State Standard of Evaluation). You must post a total of 100 or more points from the various options that follow to be considered "Highly Qualified."

### **POINTS AVAILABLE UNDER THE ILLINOIS HOUSSE**

Stop when you have accumulated a total of 100 or more points as you will have met "Highly Qualified" status for this core content area.

- a) Teaching experience in the core academic/subject area. (12.5 points per semester up to a maximum of 50 points)

Points for item a) \_\_\_\_\_

- b) Completion of college coursework in the core academic/subject area. (5 points per semester hour)

Points for item b) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- c) Possession of NBPTS certification or an Illinois master certificate in either early childhood education or elementary education. (100 points for general education teachers in grades K-5 or a special education teacher)

Points for item c) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- d) Completion of the required content-area coursework within the context of completing an Illinois approved preparation program in elementary education or an approved out-of-state elementary education preparation program offered by an institution that was accredited by NCATE at the time: 75 points for a teacher in a self-contained general education classroom through grade 8. Completion of the required content-area coursework within the context of completing an Illinois approved early childhood education preparation program or an approved out-of-state early childhood preparation program offered by an institution that was accredited by NCATE at the time: 75 points for a teacher in a self-contained general education classroom through grade 3. (This coursework may not also be counted for points under subsection (b).)

Points for item d) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- e) Participation in conference sessions, workshops, institutes, seminars, symposia, or other similar training events related to the core academic/subject area. (1 point per full hour of participation)

Points for item e) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- f) Presenting at conference sessions, workshops, institutes, seminars, symposia, or other similar training events. (First presentation of a given topic – 8 points; subsequent presentation of same topic – 3 points)

Points for item f) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- g) Work experience (non-teaching) directly related to the core academic/subject area (e.g. experience in a chemical laboratory for a chemistry teacher). (10 points per year of experience up to a maximum of 50 points)

Points for item g) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- h) Supervising a student teacher in the core academic/subject area. (10 points per student teacher in all applicable core content areas)

Points for item h) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- i) Peer review or peer coaching that meets the requirement of Section 25.875(b). (5, 8, 9, or 11 points per Section 25.875(b)(2))

Points for item i) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- j) Mentoring a new teacher in the core academic/subject area providing it conforms to the requirement of Section 25.875(2)(A). (9 or 11 points as per requirements of this section)

Points for item j) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- k) Participation in site-based management or decision-making teams, relevant committees, boards, or task forces directly related to school improvement plans and focused on the core academic/subject area. (8 or 11 points per semester per Section 25.875(d)) (May be counted only once per subject area.)

Points for item k) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- l) Teaching a college course in accordance with Section 25.875(j) that is directly related to the core academic/subject area. (20 points)

Points for item l) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- m) Participating in action research and inquiry projects that meet the requirements of Section 25.875(n) and are directly related to the core academic/subject area. (8 or 11 points as per requirements of this section)

Points for item m) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- n) Approved travel related to the core academic/subject area and meeting requirements of Section 25.875(p). (12 or 15 points per year as per requirements of this section)

Points for item n) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- o) Participation in a study group directly related to the core academic/subject area and meeting the requirements of Section 25.875(q). (6 or 8 points per semester as per requirements of this section)

Points for item o) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- p) Participation in an internship directly related to the core academic/subject area that meets the requirements of Section 25.875(s). (Points in relation to contact hours per requirements of this section)

Points for item p) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- q) Participation in curriculum development or assessment activities directly related to the core academic/subject area and the requirements of Section 25.875(u). (8 or 11 points per semester as per requirements of this section)

Points for item q) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- r) Publication of educational articles, columns, or books directly related to the core academic/subject area per Section 25.875(x)(2). (Points in accordance with this section)

Points for item r) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- s) Teacher-to-teacher consultation that includes activities such as observation, meetings, and exchange of information (whether face-to-face or via communications technology) and related to topics such as materials, curriculum, evidence-based practices, and techniques and strategies aligned to the State Goals for Learning. (1 point per hour of interaction with a teacher who is “Highly Qualified” in the relevant core academic/subject area up to a maximum of 50 points)

Points for item s) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

- t) Possession of NBPTS certification or an Illinois master teaching certificate in an area other than the relevant core academic/subject area. (15 points)

Points for item t) \_\_\_\_\_ Total accumulate points \_\_\_\_\_

- u) Possession of an Illinois standard teaching certificate in an area other than the area of assignment. (10 points)

Points for item u) \_\_\_\_\_ Total accumulated points \_\_\_\_\_

Illinois Administrative Code 25.875 can be downloaded or printed from the Whiteside Regional Office website at [www.whitesideroe.org](http://www.whitesideroe.org) by going to the “Highly Qualified” menu item.