

January 5, 2004

WED Human Resources

RHODE ISLAND “HIGHLY QUALIFIED” TEACHER VERIFICATION FORM – ELEMENTARY/EARLY CHILDHOOD

Name _____

Certification Number or Social Security Number _____

School _____

District: Woonsocket

A. Core Academic Classes	B. What Core Academic Subject classes are you teaching this school year? List each class on a separate line. (e.g., 2 nd Grade, Mathematics for 3rd grade pull-out program in special education)	C. What teaching certificate do you hold that qualifies you for this assignment? (e.g., provisional elementary, life professional elementary and special education, professional secondary English). If you are teaching in a core academic area for which you do not hold a certificate write NONE on the corresponding line. You cannot be “highly qualified” for that assignment until you earn the appropriate certificate. Do not respond to Option #1 or #2 for that assignment.	D. Option #1: Are you “Highly Qualified” for this class assignment through Academic Preparation or Testing? 1a. Do you hold National Board for Professional Teaching Standards Certification in the content area of the teaching assignment? (<i>certificate</i>) OR 1b. Have you passed a rigorous content examination identified by RIDE as acceptable for the teaching assignment? (<i>score report</i>) If you answered YES to any ONE of these questions, write yes in this column and record the letter (A, B,) of the question to which you responded YES.	E. Option #2: Are you “Highly Qualified” for this class assignment through Prior Experience 2a. Did you achieve the required points in each of the four core academic subject areas across the five categories of the rubric? AND 2b. Did you demonstrate experience through at least three of the five categories in each of the four core academic subject areas? If you answered YES to both of these questions, write yes in this column.
1.				
2.				
3.				
4.				
5.				
Total	Add total number of Core Academic Subject Classes Taught _____		Add total number of Core Academic Subject Classes for which you are “highly qualified” through EITHER Option 1 or Option 2 _____	

- I am “highly qualified” for all current core academic subject class teaching assignments.
- I am NOT “highly qualified” for the following assignment(s) in core academic subject class (es) _____ and will complete a plan to become highly qualified for the assignment by the end of the 2005 – 2006 school year.

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Directions for Completing Rhode Island “Highly Qualified” Teacher Verification Form

1. List all core academic subject classes you are currently teaching (e.g., Grade 2, Mathematics for Students with Special Needs) in Column B. If you teach multiple sections of the same course, list each class on a different line.
2. Provide the Rhode Island Teaching Certificate that you hold for that assignment (e.g., provisional PK-6 elementary, professional elementary with mid-level endorsement, life professional K-12 music) in Column C.
3. For each assignment, determine whether or not you meet the criteria of Option #1 by answering questions A, B, C, and D in Column D. If you answered Yes to any ONE of these questions, write yes for the assignment under that column and record the letter of the question to which you answered yes.
4. For each assignment that does not read “Highly Qualified, Option #1” in Column D, complete the Rhode Island HOUSSE Content Area Rubric – Elementary to determine if you have met the criteria based upon prior experience. If you answered Yes to each of the two questions in Column E record a yes for the assignment under column E.
5. Add the number of classes you have recorded in column B and record the total number at the bottom of Column B under “total number of core academic subject classes taught. Add the total number of these classes for which you are “highly qualified” under Option 1 or Option 2 and record that number in the Total Row for Columns D and E.
6. If the number of classes taught and the number of classes for which you are “highly qualified” are the same, check the box that states “I am highly qualified for all current core academic subject class teaching assignments” at the bottom of the form. If you have not recorded “Highly Qualified” for one or more assignments, check the box that states “I am NOT highly qualified for the following assignment(s) in core academic subjects” at the bottom of the form and record the name(s) of the assignment(s) for which you are not “highly qualified.”
7. If you are highly qualified for all assignments, complete the “Rhode Island Highly Qualified Teacher Assurances Form” and submit it with all documentation to the building or district administrator designated by your school district.
8. If you are NOT highly qualified for all assignments, for any assignment for which you are not highly qualified complete the “Plan to Become Highly Qualified” Form and submit it with all documentation to the building or district administrator designated by your school district.

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RHODE ISLAND OPTION #2: PRIOR EXPERIENCE HOUSSE RUBRIC – ELEMENTARY

NAME: _____ Core Academic Subject Area (class): _____

Complete one copy of this rubric. Attach all documentation (e.g., transcripts, letters, CEU verification) necessary to support the experience credited through this rubric.

	A. Years of Experience in an accredited school	B. College Level Course Work in the Content Area	C. Professional Development Activities related to the Content Area	D. Service to the Content Area	E. Awards	Total Points
	<p>Experience must be in the area of certification</p> <p>How many years have you taught elementary school? Multiply that number by 2 (points for each year). The maximum for this category is 24 points. Divide the total points by four and enter that number in each row below</p>	<p>Must be Content Specific to the area of certification</p> <p>Courses must be in content area; courses with an EDU or comparable prefix offered through education programs are not acceptable, with the exception of courses in reading.</p> <p>Each credit is worth three points (e.g., a three credit content course equals nine points)</p>	<p>Must be Content Specific to the area of certification</p> <p>Served on a committee that:</p> <ul style="list-style-type: none"> • developed, selected or evaluated content standards • selected or evaluated content curriculum • aligned local content standards with state standards • developed, validated or evaluated content assessments <p>Attended a regional, state or national professional conference/ seminar/ workshop in the content area</p> <p>Participated in activities awarded PDC/CEU credits in content area</p> <p>Participated on site visit team to education institution (PK-16)</p> <p>Served as a content instructor at a university, college or regional collaborative</p>	<p>Must be Content Specific to the area of certification:</p> <p>Served as:</p> <ul style="list-style-type: none"> • Department chair or team leader • Mentor teacher in the content area • Cooperating/Practicum teacher for student teacher • Officer in a regional, state, or national professional content organization <p>Membership in regional, state, or national professional content organization</p> <p>Made a content presentation at a regional, state or national professional content organization meeting</p> <p>Published a content article in regional, state, or national journal</p>	<p>Must be Content Specific to the area of certification:</p> <p>Teacher awards: <i>District, state, or professional association teacher of the year award</i></p> <p>National Recognition such as: <i>Presidential Award Winner for Excellence in Mathematics or Science; Milken Distinguished Educator Award Winner; Christa McAuliffe Fellowship; Disney Teacher of the Year</i></p> <p>Rhode Island Regents Fellow in Content Area</p>	
	-2 points per year for each content area -Maximum 6 points for each content area	- 3 points per credit; - Maximum 13 points for each content area	-5 points per year per documented activity all activities must have occurred within the last five years	-5 points per year per documented service all activities must have occurred within the last five years	- 20 points each per activity - Maximum 20 points across the four content areas.	
English Language Arts You need 33 points in this row		# Sem. Cr. Hrs.:	# Activities:	# Services:	# Activities:	
	Total Points	Total Points	Total Points	Total Points	Total Points	
Mathematics You need 33 points in this row		# Sem. Cr. Hrs.:	# Activities:	# Services:	# Activities:	
	Total Points	Total Points	Total Points	Total Points	Total Points	
Science You need 17 points in this row		# Sem. Cr. Hrs.:	# Activities:	# Services:	# Activities:	
	Total Points	Total Points	Total Points	Total Points	Total Points	
Social Studies You need 17 points in this row		# Sem. Cr. Hrs.:	# Activities:	# Services:	# Activities:	
	Total Points	Total Points	Total Points	Total Points	Total Points	