

JUNE 1, 2004

ADDENDUM

To the Illinois Criteria for Establishing HQ Status of Veteran Teachers

In June 2003, the State Board of Education adopted criteria for determining whether an Illinois teacher can be considered “highly qualified” in a given subject area for purposes of meeting the federal No Child Left Behind requirements. A document listing those criteria may be found on the ISBE website.

Although the Illinois criteria for veteran teachers under HOUSSE (High Objective Uniform State Standard of Evaluation) has been given an “A” in a national review of state criteria, the federal government has suggested that Illinois’ HOUSSE Option #5 be expanded or interpreted to support a more systematic or objective determination of whether a given teacher is “highly qualified.” Since that suggestion was received, we have had similar requests from teachers and local districts wanting to know what could “count” under this Option.

Illinois HOUSSE Option #5 indicates that veteran teachers can be considered “highly qualified” in a given subject area if they:

Have an endorsement or its coursework equivalent that is sufficient to meet the Illinois minimum requirements for the area of teaching responsibility, have teaching experience in the area of teaching responsibility, and have engaged in continuing professional development in the area of teaching responsibility.

To assist school districts, teachers and the State evaluate whether a teacher can be considered “highly qualified” under this option, the State Board, in consultation with the State Teacher Certification Board, has developed an addendum to the adopted criteria. This addendum provides two formulae for determining “highly qualified status” – one based on meeting minimum coursework requirements and having five years of teaching experience in the field and the other based on meeting the minimum coursework requirements and accumulating 100 points through experience, additional coursework, and professional development.

Early next fall, school districts and teachers will be asked to submit documentation of “highly qualified status” under any of the adopted criteria, including this interpretation of Option #5. Procedures for that submission will be provided later this summer.

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Criteria for Veteran Teachers to be Considered “Highly Qualified”

All Illinois teachers must meet requirements of the *Illinois Administrative Code* for their specific teaching assignment.

To meet NCLB requirements, teachers who were first certified to teach in Illinois on or before June 30, 2002 and who retain a valid certificate are considered “highly qualified” in the area of teaching responsibility if they meet the following requirements. These requirements represent the Illinois “High Objective Uniform State Standard of Evaluation” or “HOUSSE” as authorized by NCLB.

“Current” teachers (i.e., those who were first certified to teach in Illinois on or before June 30, 2002 – also called “veteran” teachers) must hold a valid Illinois teaching certificate that is appropriate to the grade level and meet one of the following options.

1. Pass the Elementary/Middle Grades Test or the Content-Area Test for the area of teaching responsibility.
2. Have a major or coursework equivalent to a major in the area of teaching responsibility.
3. Have a master’s degree or other advanced degree/credential in the area of teaching responsibility.
4. Be certified by the National Board for Professional Teaching Standards in the area of teaching responsibility.
5. Have an endorsement or its coursework equivalent that is sufficient to meet the Illinois minimum requirements for the area of teaching responsibility, have teaching experience in the area of teaching responsibility, and have engaged in continuing professional development in the area of teaching responsibility.

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Addendum to the
Criteria for Establishing HQ Status of Veteran Teachers
Under HOUSSE Option #5

1. Meet minimum endorsement requirements for subject area (18 semester hours for Middle Grades and Reading or 24 for Elementary or Secondary Subject Area Endorsement) AND have five years of teaching in that subject. OR
2. Meet minimum endorsement requirements for subject area (18 semester hours for Middle Grades and Reading or 24 for Elementary or Secondary Subject Area Endorsement) AND have 100 Points Earned by any combination of the following:
 - Extra Semester Hours in the Content Area beyond the minimum endorsement/qualification requirements (18 or 24 semester hours) = Ten Points per Semester Hour
 - Teaching Experience Regardless of Subject = Five Points per Year, 25 Points Maximum
 - Teaching Experience in the Subject Area = Fifteen Points per Year, 60 Points Maximum (i.e., 4 years)
 - Professional Development - Participation in one or more of the following activities directly focused on the subject area for which teacher is to be considered highly qualified:
 - *Seminar, Symposium, Workshop (including conference sessions)* of at least 3 hours duration and directly related to the subject area – Five Points Per Hour - No Maximum (Note: The three hour minimum can be met by an accumulation of hours IF they are part of a planned, intensive and topic-specific sequence.)
 - *Seminar, Symposium, Workshop* that is part of an intensive ISBE-sponsored or approved training program, such as Summer Bridges or Reading First – Five points per hour – No Maximum
 - *Study Group* directly related to subject area – 6-8 points depending on meetings attended (see Appendix D – Certification Renewal Manual)
 - *Approved Travel* directly related to subject area – 12-15 points (see Appendix D – Teacher Certificate Renewal Manual)
 - *Internship* directly related to subject area – 5-11 points depending on contact hours (see Appendix D – Certification Renewal Manual)
 - *Work Experience* directly related to the subject area – 10 points per year of experience (e.g., teacher who worked in a chemical laboratory for several years and is seeking to be considered highly qualified as a chemistry teacher).