

**DETERMINING “HIGHLY QUALIFIED” STATUS
ELEMENTARY SPECIAL EDUCATION TEACHER (PK–5)**

This documentation must be maintained in the teacher’s personnel file.

Teacher’s Name: _____ **Date:** _____

To meet the definition of “highly qualified,” the following criteria must be met **by any elementary teacher** teaching a special education core academic subject:

Holds at least a bachelor’s degree: Yes No

AND

Has appropriate Texas special education teaching certification: Yes No

AND

If a **new teacher**, has demonstrated subject competency in all general elementary curriculum by passing one of the following generalist certification exams:

TExES EC-4, EC-6, or 4–8 Generalist

TExES EC-4, EC-6, or 4–8 Bilingual Generalist

TExES EC-4, EC-6, or 4-8 ESL Generalist

Yes No

OR

If an **experienced teacher**, has demonstrated subject competency in the general elementary curriculum in one of the following ways:

Passed the appropriate TExES Generalist Exam

Passed the ExCET Comprehensive Exam

Meets the criteria for HOUSSE Option A (*attach completed form*)

Yes No

Teacher meets definition of “highly qualified” for this subject: Yes No*

Authorized Administrator Signature

Date

*If the teacher does not meet the definition of “highly qualified,” a plan must be developed by the local education agency (LEA) to ensure the teacher will meet the “highly qualified” requirements for the subject area assignment by the end of the current school year.

Note: New special education teachers who teach multiple subjects and are highly qualified in math, language arts, or science at the time of hire may demonstrate “highly qualified” in other subject areas within two years after the date of employment, which may include using HOUSSE after one year of teaching experience.