

## Guide for Meeting State Classroom Assignment Policy and Federal HQT Requirement

*Teachers new to the profession* must meet the State Classroom Assignment Policy. Districts are accountable for hiring teachers who meet the federal Highly Qualified Teacher (HQT) requirement to teach a core academic subject.<sup>1</sup>

General Classroom Assignment Level	State Assignment Policy (WAC 181-82-105)	Federal HQT Requirement
<b>Early Childhood</b>	<b>Grades P-3</b>	<b>Grades K-3</b>
	<ul style="list-style-type: none"> <li>➤ Early Childhood Education Endorsement (Grades P-3); or</li> <li>➤ Elementary Education Endorsement (Grades K-3)</li> </ul>	<ul style="list-style-type: none"> <li>➤ WEST-E test for Elementary Education; or</li> <li>➤ WEST-E test for Early Childhood Education</li> </ul>
<b>Elementary</b>	<b>Grades K-8</b>	<b>Grades K-5; Self-contained Grade 6</b>
	<ul style="list-style-type: none"> <li>➤ Elementary Education Endorsement</li> </ul>	<ul style="list-style-type: none"> <li>➤ WEST-E test for Elementary Education</li> </ul>
<b>Middle Level</b>	<b>Grades 4-9</b>	<b>Departmentalized Grade 6; Grades 7-9</b>
	<ul style="list-style-type: none"> <li>➤ Elementary Education Endorsement (to Grade 8); or</li> <li>➤ Minimum 24 credits in academic subject(s); or</li> <li>➤ Endorsement in academic subject(s) at the secondary level; or</li> <li>➤ Block Program: Endorsement in one subject and have/will complete within one year, 9 credits in each of the other subjects; or</li> <li>➤ Endorsement in Middle Level – Humanities to teach English Language Arts/Social Studies Block Program or classrooms in these subjects; or</li> <li>➤ Endorsement in Middle Level – Math/Science to teach Math/Science Block Program or classrooms in these subjects; or</li> <li>➤ Endorsement-related assignment</li> </ul>	<ul style="list-style-type: none"> <li>➤ Endorsement in the core academic subject<sup>1</sup>; or</li> <li>➤ Degree or major or equivalent to a major (45 credits) in core academic subject; or</li> <li>➤ Graduate degree in core academic subject; or</li> <li>➤ National Board certification in core academic subject; or</li> <li>➤ WEST-E test for core academic subject<sup>2</sup> at the secondary level; or</li> <li>➤ WEST-E test(s) to teach English Language Arts, Social Studies, Mathematics, and/or Science at the middle school</li> </ul>
<b>High School</b>	<b>Grades 9-12</b>	<b>Grades 9-12</b>
	<ul style="list-style-type: none"> <li>➤ Endorsement in academic subject(s) at the secondary level; or</li> <li>➤ Endorsement-related assignment</li> </ul>	<ul style="list-style-type: none"> <li>➤ Academic subject<sup>1</sup> endorsement(s); or</li> <li>➤ Degree or major or equivalent to a major (45 credits) in academic subject(s); or</li> <li>➤ Graduate degree in the subject(s); or</li> <li>➤ National Board certification in academic subject(s); or</li> <li>➤ WEST-E test for academic subject(s)<sup>2</sup> at the secondary level</li> </ul>

<sup>1</sup> English/Language Arts, Reading, Mathematics, Science, World Language, Civics and Government, Economics, History, Geography, Visual Arts, Music, Dance, Theatre

<sup>2</sup> Note: The grade level-appropriate WEST-E test for Social Studies qualifies as meeting HQT for Civics and Government, Economics, History, and/or Geography assignments

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Special Education Assignment Level <sup>1</sup>	State Assignment Policy (WAC 181-82-105)	Federal HQT Requirement and IDEA <sup>2</sup>
<b>Early Childhood</b>	<i>Grades P-3</i>	<i>Grades K-3</i>
	<ul style="list-style-type: none"> <li>➤ Early Childhood Education Special Education Endorsement (given preference); or</li> <li>➤ Special Education Endorsement</li> </ul>	<ul style="list-style-type: none"> <li>➤ Hold full state teacher certificate endorsed in Early Childhood Special Education or Special Education <b>and</b></li> <li>➤ Meet HQ requirement for regular K-3 classroom</li> </ul>
<b>Elementary</b>	<i>Grades K-8</i>	<i>Grades K-5; Self-contained Grade 6</i>
	<ul style="list-style-type: none"> <li>➤ Special Education Endorsement</li> </ul>	<ul style="list-style-type: none"> <li>➤ Hold full state teacher certificate endorsed in Special Education <b>and</b></li> <li>➤ Meet HQ requirement for regular Elementary classroom</li> </ul>
<b>Middle Level</b>	<i>Grades 4-9</i>	<i>Departmentalized Grade 6; Grades 7-8</i>
	<ul style="list-style-type: none"> <li>➤ Special Education Endorsement</li> </ul>	<ul style="list-style-type: none"> <li>➤ Hold full state teacher certificate endorsed in Special Education <b>and</b></li> <li>➤ Meet HQ requirement for regular Middle Level classroom.<sup>3</sup></li> </ul>
<b>High School</b>	<i>Grades 9-12</i>	<i>Grades 9-12</i>
	<ul style="list-style-type: none"> <li>➤ Special Education Endorsement</li> </ul>	<ul style="list-style-type: none"> <li>➤ Hold full state teacher certificate endorsed in Special Education <b>and</b></li> <li>➤ Meet HQ requirement for regular Secondary classroom.<sup>3</sup></li> </ul>

<sup>1</sup> If students in the classroom are assessed exclusively under WAAS, use the highest assignment level at which assessed

<sup>2</sup> Fully certificated teachers with a Special Education endorsement assigned only to a consultative role meet IDEA HQT requirements; NCLB HQT requirements do not apply.

<sup>3</sup> New Special Education teachers assigned to teach 2 or more core academic subjects and meet HQT in one, if English/Language Arts, Mathematics or Science, have 2 years from hire to meet HQT in the other core academic subjects through a Points-based HOUSSE

**English as a Second Language (ESL) and Bilingual teachers** must also meet the HQT requirement for regular classroom assignments in order to provide direct instruction in core academic subjects.

**Contracted teachers** must meet the State Classroom Assignment Policy or Exceptions to Classroom Assignment Policy. Districts are accountable for assigning teachers in accordance with the federal HQT requirement for teaching a core academic subject. See the Washington State NCLB Highly Qualified Teacher Requirement Guidelines for details: <http://www.k12.wa.us/TitleIIA/pubdocs/HQTGuidelines2007.pdf>

**Veteran teachers** with at least one year of teaching experience in the core academic area may be able to demonstrate meeting HQT through the use of a Highly Objective Uniform State Standard of Evaluation (HOUSSE). This tool is administered by the employing school district. See the Washington State NCLB Highly Qualified Teacher Workbook for details: <http://www.k12.wa.us/TitleIIA/pubdocs/2007HQWorkbook.pdf>