

**THE FOLLOWING CHANGES ARE
FOR FISCAL YEAR**

09-10

**FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS**

Implementation Date: Fiscal Year 2002-03 July 1, 2002
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Element Name: Highly Qualified Teacher Status	
Definition/Domain	
<p>A code to indicate whether the teacher meets the definition of a Highly Qualified Teacher and, if not, the reason the teacher of a core academic course is not highly qualified.</p> <p>All teachers who give instruction in the core academic subjects of Art-Visual Arts, Drama-Theatre, English, Foreign Languages, Language Arts, Mathematics, Music, Reading, Science, Social Studies and KG - 6 Graded Self-Contained at any level must meet the following criteria in order for a "yes" response to be provided (see Appendix R):</p> <ul style="list-style-type: none"> • hold an acceptable bachelor's or higher degree, and hold a valid Florida Temporary or Professional certificate. <p>In addition:</p> <p>All (elementary, middle, and secondary) "not new" teachers of core academic subjects must meet one of the following criteria in order for a "yes" response to be provided:</p> <ul style="list-style-type: none"> ◆ hold a valid infield Temporary or Professional Certificate and have passed the appropriate subject area test in the subject area assigned OR ◆ have documented the 100 points for the High Objective Uniform State Standard of Evaluation (HOUSSE) plan for the core academic subject area assigned OR ◆ for elementary teachers have a valid Florida Professional Certificate appropriate for the grade level(s) assigned and verification from another state of passing an appropriate subject area exam for the grade level(s) assigned (transferable from out of state using the out of state SAE verification form). ◆ for middle and secondary teachers only have a major, equivalent courses, or a passing score on the subject area exam in the subject area assigned as evidenced by a valid infield certificate. <p>"New" elementary teachers, teachers with no teaching experience, must meet one of the following criteria in order for a "yes" response to be provided:</p> <ul style="list-style-type: none"> ◆ hold a valid infield Temporary Certificate in the area assigned and have passed the appropriate subject area test in the subject area assigned OR ◆ hold a valid infield Professional Certificate in the area assigned. 	
Length: 1	Grades and Programs Requiring This Data Element:
Format: Alphabetic	All Programs Grades KG-12
Compatibility Requirement: Compatible	
Use Types: <input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input type="checkbox"/> F.A.S.T.E.R. <input type="checkbox"/> Migrant Tracking	State Reporting Formats Requiring This Data Element:
	Teacher Course DB9 15X
	Data Element Number: 131037
Reported in Survey Periods: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9	
Revised: 8/4/09	Volume I Effective: 07/09 Page Number: 170-1

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Implementation Date: Fiscal Year 2002-03 July 1, 2002
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Element Name:	Highly Qualified Teacher Status
Definition/Domain	
<p>“New” middle and secondary teachers, teachers with no teaching experience, must meet the following in order for a “yes” response to be provided:</p> <ul style="list-style-type: none"> ◆ have a major, equivalent courses, or a passing score on the subject area exam in the subject area assigned as evidenced by a valid infield certificate. 	
<u>CODE</u>	<u>DEFINITION</u>
Y	Teacher meets the definition of Highly Qualified Teacher for this course.
Z	Course is not considered a core academic subject.
<p>Teacher does not meet the definition of Highly Qualified Teacher for this course and fits in the following category.</p>	
<u>CODE</u>	<u>DEFINITION</u>
A	Elementary school classes taught by certified general education teachers who did not pass a subject-knowledge test or (if eligible) have not demonstrated subject-matter competency through HOUSSE
B	Elementary school classes taught by certified special education teachers who did not pass a subject-knowledge test or have not demonstrated subject-matter competency through HOUSSE
C	Elementary school classes taught by teachers who are not fully certified. Note: In Florida, this code applies to elementary-level teachers who are certified but are out-of-field and have not passed the elementary education subject-knowledge test or have not demonstrated subject-matter competency through HOUSSE.
D	Secondary school classes taught by certified general education teachers who have not demonstrated subject-matter knowledge in those subjects (e.g., out-of-field teachers). Note: In Florida, this code applies to certified secondary-level teachers who are out-of-field for the assigned course and have not demonstrated secondary subject-matter competency through HOUSSE.
E	Secondary school classes taught by certified special education teachers who have not demonstrated subject-matter competency in those subjects
G	Other (An academic core course taught by a teacher who does not meet the definition of a Highly Qualified Teacher for the course for any reason other than A-E above.)
H	Support Facilitator who is not required to meet NCLB HQT requirements for this course.
NOTES:	
<ol style="list-style-type: none"> 1. For additional information on highly qualified status requirements for teachers in ESE programs, please refer to the memorandum and attachments at the links below. memo - http://info.fldoe.org/docushare/dsweb/Get/Document-4562/k12-07-127memo.pdf attachment 1 - http://info.fldoe.org/docushare/dsweb/Get/Document-4563/k12-07-127att1.pdf attachment 2 - http://info.fldoe.org/docushare/dsweb/Get/Document-3411/ese_att2.pdf 2. This data element is not applicable to dual enrolled course teachers at the high school or postsecondary institution levels. The Highly Qualified Teacher code must be Z. 3. For Survey Period Code 1 the Highly Qualified Teacher code must be Z. 	
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	Effective: 07/09
	Page Number: 170-2

TEACHER COURSE - REJECT RULES

- 12. If Survey Period Code = 1 then Highly Qualified Teacher Status must be Z. - record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second and third records would be rejected because the Highly Qualified Teacher Status code is not valid for the survey period reported.

District Number, Current Instr./ Service	School Number, Current Instr./ Service	Social Security Number	Highly Qualified Teacher Status	Survey Period Code
01	0321	123456781	Z	1
* 01	0321	123456782	B	1
* 01	0321	123456783	Y	1

DISTRICT RESPONSIBILITY



If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Highly Qualified Teacher Status codes and resubmit the records.

TEACHER COURSE - REJECT RULES

- 13. For all numeric courses in Survey Periods 2, 3 and 4, if the Course Number does not meet the description in Appendix R then Highly Qualified Teacher Status code must be Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Highly Qualified Teacher Status code is Y and Course Number is not included in those requiring Y or N.

District Number, Current Instr./ Service	School Number, Current Instr./ Service	Social Security Number	Highly Qualified Teacher Status	Course Number
01	0321	123456781	Z	0500970
01	0321	123456782	Z	0200310
* 01	0321	123456783	Y	7810010

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Highly Qualified Teacher Status code or the Course Number and resubmit the record.

TEACHER COURSE - REJECT RULES

- 25. If Survey Period Code is 2, 3 or 4, then Highly Qualified Teacher Status must be A, B, C, D, E, G, H, Y or Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Highly Qualified Teacher Status code is not valid.

District Number, Current Instr./ Service	School Number, Current Instr./ Service	Social Security Number	Highly Qualified Teacher Status	Survey Period Code
01	0321	123456781	Y	2
01	0321	123456782	D	2
* 01	0321	123456783		2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct Highly Qualified Teacher Status and resubmit the record.

TEACHER COURSE - REJECT RULES

- 30. For all numeric courses in Survey Periods 2, 3 and 4, if the course number meets the description in Appendix R then Highly Qualified Teacher Status code cannot be Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Highly Qualified Teacher Status code is Z and the Course Number is one that meets the description in Appendix R.

District Number, Current Instr./ Service	School Number, Current Instr./ Service	Social Security Number	Highly Qualified Teacher Status	Course Number
01	0321	123456781	Y	1205040
01	0321	123456782	A	2003010
* 01	0321	123456783	Z	1206310

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Highly Qualified Teacher Status code or the Course Number and resubmit the record.