



pennsylvania
DEPARTMENT OF EDUCATION

333 MARKET STREET
HARRISBURG, PA 17126-0333
www.pde.state.pa.us

DIVISION OF FEDERAL PROGRAMS
Qualifications for Teachers and Paraprofessionals
Verification of Compliance
2_____ - 2_____

The No Child Left Behind Act of 2001, Title I, Section 1119(i)(1) and Title II, Section 2141(c) requires the principal of each school operating a program under Section 1114 or Section 1115 to attest annually in writing as to whether such school is in compliance with the requirements of both sections.

LEA Name: _____ **AUN Number:** _____

School Name: _____ **Principal Name:** _____

The signature below attests that the school is in compliance with the requirements of Section

1119, Qualifications of Teachers and Paraprofessionals and Section 2141(c) Technical Assistance and Accountability.

Check all that apply:

- Teachers paid with Title I funds and/or working in a schoolwide program hired on or after July 1, 2002, meet the highly qualified requirements.
[Title I, Section 1119(a)(1) Regs. 200.55(a)]
- Each LEA receiving Title I funds has developed a plan to ensure that all core academic subject teachers will be highly qualified no later than the end of the 2005-2006 school year.
[Title I, Section 1119(a)(3) Regs. 200.55(b)]
- LEAs that do not maintain 100% HQT for two consecutive years beginning with the 2005-2006 school year are required to create an Individualized Professional Development Plan (**see attachment**) for each core academic teacher who is not highly qualified. The teacher and the district must agree to and sign the HQ IPDP within 30 days of the date of hire. Further, if the teacher does not achieve HQT Designation status within 3 years of the date the IPDP was signed he/she cannot continue to work in that non-highly qualified assignment.
[Title II, Section 2141(c)]
- LEAs that did not maintain 100% HQT **AND ALSO** failed to make adequate yearly progress for *three consecutive years* will enter into a written agreement with the PA Department of Education no later than December 31st of each year. This agreement will

direct how the LEA will use its Title I and Title II Part A funds to bring their schools into compliance with having 100% of its core academic subject teachers highly qualified; and state that the LEA will be monitored by federal program monitors each year it has a written agreement with the PDE.

[Title II, Section 2141(c)]

- Instructional paraprofessionals paid with Title I funds and/or working in a schoolwide program have:

1. completed 2 years of study at an institution of higher education (48 college-level credits);
2. obtained an associate's degree or higher; or
3. met a rigorous standard of quality and have demonstrated, through a formal local academic assessment, knowledge of and the ability to assist in the instruction of reading, writing and mathematics (or, as appropriate, reading readiness, writing readiness, and mathematics readiness).

[Title I, Section 1119(d) Regs. 200.58(a) and (d)]

- Instructional paraprofessionals paid with Title I funds and/or working in a schoolwide program hold a secondary school diploma or its equivalent.

[Title I, Section 1119(c)(2) Regs. 200.58(b)]

Principal's Signature Date

Date

Copies of attestation forms shall be maintained at each school operating a program under Section 1114 or 1115 and at the main office of the LEA, and shall be made available to any member of the general public upon request.

HQT Individualized Professional Development Plan

Any core content teacher of record who is hired by the district and who not Highly Qualified in their assignment, must develop, in consultation with his/her school district, an HQT Individualized Professional Development Plan (IPDP) to attain Highly Qualified Teacher Designation. The teacher and the district must agree to and sign the HQ IPDP within 30 days of the date of hire. (See form attached below). If the teacher does not achieve HQT Designation status within 3 years of the date the IPDP was signed he/she cannot continue to work in that non-Highly Qualified assignment.¹

The HQT IPDP must be updated yearly until the teacher completes the plan and attains HQT status.

Any teacher making satisfactory progress on his/her HQT IPDP may continue to teach the core content area(s) for which he/she is seeking HQT status, even though that teacher will not be considered Highly Qualified until the teacher completes the IPDP and demonstrates subject matter competency in the core content area(s). Teachers who are neither Highly Qualified nor engaged in an HQT IPDP should not be assigned as the primary instructor of any core content area class. Districts must report to the public and parents the Highly Qualified Teacher status of all teachers in accordance with federal requirements.

If a teaching assignment changes, the federal Highly Qualified Teacher requirements must be met for each new and continuing core academic subject assignment.

¹ **The School District Superintendent may extend any Individual Professional Development Plan on an individual, case-by-case basis when exceptional circumstances warrant the extension. Exceptional circumstances include active military duty, debilitating medical condition and authorized family medical leave. A teacher wishing to apply for an extension must do so by submitting a written application to the Superintendent setting forth the exceptional circumstances and providing any documentation or other evidence deemed pertinent.**

**Pennsylvania Highly Qualified Teacher
Individual Professional Development Plan**

Teacher Name: _____ SSN: _____

School District: _____ Building: _____

Areas of Pennsylvania Certification: _____

Current Core Academic Subject Assignments: _____

Core Academic Assignment(s) for which the educator has not yet met the federal definition of a highly qualified teacher: _____

Actions	Specific Activity to Be Accomplished	Timeline for Completion
1. Take and Pass the appropriate PRAXIS II content test		
2. Take additional college coursework and/or approved professional development courses		
3. Other (Be specific)		

Teacher signature: _____ Date: _____

Superintendent (or designee) name and title: _____

Superintendent (or designee) signature: _____ Date: _____

Please note: a copy of this form must be maintained on file by the Superintendent.