



Alaska High Objective Uniform State Standard of Evaluation (HOUSSE) Verification Form Single Subject

In order to be considered Highly Qualified in a content area/teaching assignment, a teacher must earn a total of 100 points using the HOUSSE Verification Form. Teachers completing the HOUSSE must provide documentation for each section where they earn points to the designated district representative. The teacher must build a separate HOUSSE for each content area/teaching assignment for which the teacher is responsible. **Only teachers, who were employed as teachers prior to the 2002-2003 school year, are eligible to use the HOUSSE verification method to gain highly qualified status.**

Directions for Use:

1. Print the teacher's name and the Content Area/Teaching Assignment for which form is being completed in the spaces provided.
2. Check the HOUSSE qualifications as applicable and provide the information as requested for each qualification checked.
 - a. For **elementary teachers only**, National Board Certification as an Early Childhood or Middle Childhood Generalist.
 - b. Years of teaching: 5 points are earned for each year the teacher has taught the content area/assignment up to a maximum of 50 points. Indicate number of years of teaching in the content area in the appropriate space. Then total the number of points earned in the corresponding column.
 - c. Endorsement in teaching assignment: 10 points for holding an endorsement in the content area/teaching assignment for which the HOUSSE is being built.
 - d. Minor in content area: 10 points for having a posted minor in the content area/teaching assignment for which the HOUSSE is being built.
 - e. Completion of graduate degree 10 points per degree earned. Indicate degrees held and total points earned in appropriate boxes.
 - f. College level coursework after completion of teacher education program. Education coursework is acceptable if it is content-driven coursework. 3 points per semester hour. Indicate number of semester hours earned and total points in appropriate boxes.
 - g. Fluency in another language: 5 points. District will determine fluency.
 - h. Passing score on National Teachers Examination (NTE) in a content area/teaching assignment: 5 points. Indicate content area, score, and state where taken as verified by the Examinee Score Report. Indicate number of points.
 - i. Professional development related to content area/teaching assignment: 5 points per documented activity (see table on page 4). A maximum of 10 points may be earned for in-service activities.
 - j. Service to the teaching profession and content area: 5 points per documented service (see table on page 4).
 - k. Awards including national grants, presentations, and/or publications relevant to content area/teaching assignment: 5 points for each award/activity (see table on page 4).
3. The form must be signed and dated by the teacher and the district representative who verified the information. The district representative must print his/her name and title on the form. The completed HOUSSE verification form must be attached to the Highly Qualified Verification Form.
4. The district and the teacher should each retain a copy of forms used to verify highly qualified status under the No Child Left Behind Act.



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1. Name _____ Content Area/Teaching Assignment _____

2. Check all that apply:

HOUSSE Qualifications		Points
National Board Certification [Elementary teachers only] (100 points)		100
Completion of Alaska Reading Course (<i>for Reading HOUSSE only</i>)		25
Years of teaching in the content area (<i>5 points per year of experience for maximum of 50 Points</i>)	# of years:	
Hold endorsement in teaching assignment (<i>10 points</i>)	Endorsements:	
Hold posted minor in content area (<i>10 points</i>)	Minor:	
Completion of graduate degree (<i>10 points per degree</i>)	Degrees:	
College level coursework beyond teacher preparation program (<i>3 points per credit hour; Education courses acceptable if content driven methods courses</i>)	# Semester Hours:	
Passing Scores on NTE Content Area Exam (<i>5 points</i>)	Content Area: _____ Score _____ State where taken	
Fluency in another language (<i>5 points</i>)	Language:	
Professional Development related to teaching assignment (<i>5 points per documented activity</i>)	# of Activities:	
Service to the teaching profession and content area (<i>5 points per documented service</i>)	# of Services:	
Awards including National Grants, Presentations, Publications relevant to teaching assignment/content area (<i>5 points for each activity/award</i>)	# of Activities:	
Total Points		



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3. I certify the information provided to verify my highly qualified requirements is correct to the best of my knowledge and further understand that providing false information could be cause for suspension of my teaching certificate under AS 14.20.480.

Teacher signature _____ Date _____

District representative signature _____ Date _____

Printed name of District Representative _____ Title _____



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The following table lists the approved professional development, services, awards, presentations, and publications as defined in regulation 4AAC 04.212. Objective uniform standards.

Professional Development Related to the Content Area	Service to the Content Area	Awards, Presentations, Publications in Content Area
<p><i>Must be content specific:</i></p> <ul style="list-style-type: none"> ▪ Served on a committee that developed, selected or evaluated content/performance standards ▪ Served on a committee that developed, selected or evaluated content area curriculum ▪ Served on a committee that aligned local content/ performance standards with state standards ▪ Served on a committee that developed, validated or evaluated content/performance assessments ▪ Attendance at regional, state or national professionals conferences/seminars/ workshops ▪ Completed assessments for National Board Certification ▪ Attendance at teacher in-service activity requiring participation for more than one day and which resulted in a certificate of attendance [A total of 10 points may be earned for in-service activities.] 	<p><i>Must be content specific:</i></p> <ul style="list-style-type: none"> ▪ Department chair or team leader ▪ Mentor teacher ▪ Cooperating teacher for student teacher ▪ Officer in a regional, state, or national professional content organization ▪ Content instructor at an institution of higher education ▪ Content presentations at the district level ▪ Fellow in Alaska Science Consortium, Alaska Writing Consortium, Alaska Math Consortium, Alaska Geographic Alliance 	<p><i>Must be content specific:</i></p> <ul style="list-style-type: none"> ▪ Content presentations at regional, state, or national professional content organization meetings. The presentation must have been at least 30 minutes long. ▪ Content article in regional, state, or national journal. The article must be more than 700 words and be intended for distribution outside the district for which the teacher works. ▪ Contribution to or writing of a published textbook. ▪ Presidential Awardee in Math (or state finalist) ▪ Presidential Awardee in Science (or state finalist) ▪ Finalist or recipient of State Teacher of the Year ▪ District Teacher of the Year ▪ Receiving or being nominee for British Petroleum Teacher of Excellence Award ▪ Receiving Milken Family Foundation National Educator Award