

**ARKANSAS DEPARTMENT OF EDUCATION
RULES GOVERNING THE
ARKANSAS QUALIFIED TEACHER REQUIREMENTS
August 2016**

1.00 REGULATORY AUTHORITY; PURPOSE; APPLICABILITY

- 1.01 These rules shall be known as the Arkansas Department of Education Emergency Rules Governing the Arkansas Qualified Teacher Requirements.
- 1.02 The State Board of Education enacted these rules pursuant to its authority as set forth in Ark. Code Ann. §§ 6-11-105, 6-15-1004 6-17-309, and 25-15-201 et seq.
- 1.03 These rules apply when:
- 1.03.1 An educational entity is contracting with an individual for a teaching position in a core academic subject area for which licensure is otherwise required but the educational entity has obtained a legal waiver from licensure requirements (as defined herein); or
- 1.03.2 The individual teaches in special education or in an alternative learning environment.
- 1.04 These rules do not permit a waiver from the requirements for licensure in special education.

2.00 DEFINITIONS

- 2.01 “**ARHOUSSE**” means the Arkansas High Objective Uniform State Standard of Evaluation matrix attached as Appendices A-C to these rules.
- 2.02 “**Core academic subject area**” means English Language Arts, Mathematics, Science, Social Studies, Early Childhood (Elementary), Music, Art, and Foreign Language.
- 2.03 “**Educational entity**” means an entity that is identified by the Department of Education as a local education agency.
- 2.04 “**Legal Waiver**” means that the educational entity is:
- 2.04.1 A charter school that has obtained a waiver from the applicable requirement under a law allowing the waiver through the charter application process; or
- 2.04.2 A school district that has obtained a waiver from licensure under applicable law.
- 2.05 “**Successful, relevant work experience**” means employment in a specific field or occupation for at least one (1) year that required the educator to demonstrate knowledge and skills in the content area to be taught, as supported by two (2) professional letters of recommendation from the educator’s employers or supervisors in the related industry or occupation.

3.00 ARKANSAS QUALIFIED TEACHER REQUIREMENTS

- 3.01 A teacher teaching in a core academic subject area at an educational entity that has received a legal waiver of licensure shall meet the requirements of an Arkansas Qualified Teacher.
- 3.02 Eligibility Requirements. To meet Arkansas Qualified Teacher requirements, the educator must have either:
- 3.02.1 Previously met highly qualified teacher status under the ADE Rules Governing Highly Qualified Teachers and promulgated pursuant to the No Child Left Behind Act of 2001; or
 - 3.02.2 Obtained a bachelor's degree or an advanced degree and meets one (1) of the following requirements:
 - 3.02.2.1 The bachelor's degree or advanced degree is in the content area in which the educator will teach;
 - 3.02.2.2 The bachelor's degree or advanced degree contains a minimum of eighteen (18) college credit hours in the content area in which the educator will teach;
 - 3.02.2.3 The educator has successfully completed a content area assessment approved by the State Board of Education for the content area in which the educator will teach;
 - 3.02.2.4 The educator is a National Board Certified Teacher for the content area in which the educator will teach; or
 - 3.02.2.5 The bachelor's degree or advanced degree is in any major and the educator has documented successful, relevant work experience in the teaching area;
- 3.03 For special education, an educator shall hold an Arkansas teaching license in special education or be teaching under an approved Additional Licensure Plan waiver for special education and either:
- 3.03.1 Meet one other eligibility requirement under 3.02; or
 - 3.03.2 Demonstrate content knowledge in each of the areas he or she teaches using the ARHOUSSE matrix (see Appendices A-C).
- 3.04 For an alternative learning environment, an educator shall hold an Arkansas teaching license—unless waived by the charter for a public charter school, or by an approved school of innovation plan for a school of innovation, or by the State Board of Education for a traditional public school district—and either:
- 3.04.1 Meet one other eligibility requirement under 3.02; or

3.04.2 Demonstrate content knowledge in each of the areas he or she teaches using the ARHOUSSE matrix (see Appendices A-C).

3.05 Educational Entity Responsibilities

3.05.1 The educational entity shall determine that the educator meets the eligibility requirements for the content area in which the educator will teach.

3.05.2 The school district shall indicate in eSchool that the educator is an Arkansas Qualified Teacher, and shall maintain records of the educator's eligibility and content areas taught. The records shall be made available for Department of Education review.

3.06 The ARHOUSSE matrix attached as Appendices A, B, and C to these rules will be reviewed after the 2016-2017 school year, and revised as necessary to align with the state's plan filed with the United States Department of Education under the Every Student Succeeds Act.

Arkansas Department of Education
Arkansas Qualified Teacher Designation Form (SINGLE SUBJECT)

An Arkansas qualified teacher (AQT) must have at least a bachelor's degree; must be appropriately licensed to teach; and must demonstrate content knowledge in the subject area. This form may be used by any Arkansas teacher for whichever AQT status is being sought.

Teacher Name _____ Date _____
 School _____ School District _____

Choose level of AQT status being sought.

- Early Childhood/Elementary-K-6
- Middle Childhood/Grades 4-8
- Secondary/Grades 7-12

If applicable choose the subject area.

- English
- Reading or Language Arts
- Mathematics
- Science: (Specify subject _____)
- Art
- Social Studies: (Specify subject _____)
- Music
- Foreign Language: (Specify language _____)

1) BACHELOR'S DEGREE (Provide the appropriate information and documentation.)

Degree _____ Date Awarded _____ Institution _____

2) ARKANSAS TEACHING LICENSE (Check one and provide the appropriate information.)

- INITIAL NTLP PROVISIONAL PROFESSIONAL TEACHING PERMIT OR PPTL
- STANDARD RECIPROCITY PROVISIONAL (all requirements completed except AR History course)

Area _____ Level _____ Expiration date: _____

3) DEMONSTRATION OF CONTENT KNOWLEDGE IN THE SUBJECT OR AREA? (Check A or B or C, and provide the appropriate information and documentation.)

3.A. I passed the Praxis Content Knowledge assessment, or licensure content test in other state.

Assessment _____ Passing Score _____ Date taken _____

OR

3.B. I am a Middle School or Secondary teacher and I have a major, or coursework equivalent to a major (24 credit hours), or graduate degree, or National Board Certification in the area. (Explain)

OR

3.C. I am a Veteran teacher and I have accumulated >100 points in this area on the ARHOUSSE criteria survey. Score = _____ (Attach a copy of the ARHOUSSE form.)

4) Are you AQT (i.e., do you have all of 1, 2, and 3 above)? Yes _____ No _____

If you do not meet **all three criteria** (1, 2, & 3 above) you cannot be designated as an Arkansas qualified teacher **in this area at this time**. **As appropriate, and in conjunction with the school/district administrator the teacher is to develop, maintain and adhere to a written plan for becoming an Arkansas Qualified Teacher in this area by the end of this school year.**

Teacher's signature _____

Date _____

School District Administrator's name _____

School District Administrator's signature _____

Date _____

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES OF ALL ARE TO BE MAINTAINED BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.

ARHOUSSE - Arkansas High Objective Uniform State Standard of Evaluation

To demonstrate subject area content knowledge a teacher must accumulate at least 100 points in the selected area. **This may be done by any teacher for whichever AQT status is being sought.**

Teacher Name _____ Date _____
 School _____ School District _____

NOTE: CONTENT KNOWLEDGE ONLY

- Choose level of AQT status being sought. If applicable choose the content area.**
- Early Childhood/Elementary, K-6
 - Middle Childhood, Grades 4-8
 - Secondary, Grades 7-12
 - English
 - Reading or Language Arts
 - Mathematics
 - Science: (Specify subject _____)
 - Art
 - Social Studies: (Specify subject _____)
 - Music
 - Foreign Language: (Specify language _____)

The following evidence must be in the **content area indicated above.**

	Points
National Teacher Exam Content Area Assessment(s) for this content area (e.g., Praxis # 010) or other non-Praxis non-licensure Content test (Describe)	50 points
NBPTS Certification for this content area (including Elementary)	100 pts
Content test taken for licensure in another state (describe)	100 pts
Years of teaching experience in this subject area within the last ten years (10 pts/year)	# of years _____ (50 pts max)
Content-based Professional Development - according to the school's Prof. Dev. Plan (1 pt/hr up to 8 pts/year)	# of years _____ (40 pts max)

The following must **NOT HAVE BEEN USED ABOVE** under Professional Development.

College/University Coursework in the content area List coursework _____ _____ _____ _____	# credit hours _____ 3 pts per credit hour
Served in an administrative capacity in the content area, e.g., Dept. chair, ACSIP chair, Lead teacher, etc. Describe: _____	# of years served 10 pts per year (30 pts max)
Documented Committee service in local (LEA) curriculum development in this content area in the last five years Describe: _____	# of activities _____ 5 pts per activity (25 pts max)
Documented Committee service in state or national curriculum development in this content area in the last five years Describe: _____	# of activities _____ 10 pts per activity (30 pts max)

Textbook adoption committee service in this content area over the last five years Describe: _____ _____ _____	# of committees _____ 15 pts per committee (30 pts max)	
Papers published in refereed journals in this content area in the last five years Describe: _____ _____ _____	# of papers _____ 10 pts per paper (30 pts max)	
Presentations made at content-area or specialty-area association conferences in the last five years Describe: _____ _____ _____	# of pres'ns _____ 10 pts per pres'n (30 pts max)	
Conferences attended in this content area in the last five years Describe: _____ _____ _____	# of conferences _____ 5 pts per conference (15 pts max)	
Service as a ADE Certified Mentor Mentor in this content area	# of years served _____ 10 pts per year (30 pts max)	
Participation in Arkansas Leadership Academy Individual or Team Institute	20 pts per academy	
Participation in ELLA Curriculum Training – Year Long	20 pts per year	
Participation in Arkansas Mathematics and Science Professional Development Institute – Year Long	20 pts per year	
Participation in Effective Literacy, Literacy Lab, Reading First, Curriculum Training, or some similar activity – Year Long (describe) _____	1 point per hour up to 20 points per year	
	Total	

Teacher's signature

Date

School District Administrator

School District Administrator's signature

Date

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES OF ALL ARE TO BE MAINTAINED BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.

Appendix B
Arkansas Department of Education
Arkansas Qualified Teacher Designation Form (MULTI-SUBJECT, for Middle Childhood grades)

An Arkansas qualified teacher (AQT) must have at least a bachelor’s degree; must be appropriately licensed to teach; and must demonstrate content knowledge in the subject area(s). The Multi-Subject HOUSSE form (to designate content knowledge) may ONLY be used by teachers in Alternative Learning Environments or Special Education, who teach two or more subjects and seek Arkansas Qualified Teacher status as a Multi-Subject AQT.

Teacher Name _____ Date _____
 School _____ School District _____

Choose level of AQT status being sought.

Middle Childhood/Grades 4-8

Choose the content areas.

- English
- Reading or Language Arts
- Mathematics
- Science: (Specify subject _____)
- Art
- Social Studies: (Specify subject _____)
- Music
- Foreign Language: (Specify language _____)

Indicate Instructional Class

- Alternative Learning Environment
- Special Education

1) BACHELOR’S DEGREE (Provide the appropriate information and documentation.)

Degree _____ Date Awarded _____ Institution _____

2) ARKANSAS TEACHING LICENSE (Check one and provide the appropriate information.)

- INITIAL NTLP PROVISIONAL PROFESSIONAL TEACHING PERMIT OR PPTL
- STANDARD RECIPROCITY PROVISIONAL (all requirements completed except AR History course)

Area _____ Level _____ Expiration date: _____

3) DEMONSTRATION OF CONTENT KNOWLEDGE AS A MULTI-SUBJECT TEACHER? (Check A or B, and provide the appropriate information and documentation.)

3.A. I passed the Praxis II: Middle School Content Knowledge (#0146), Praxis II: Middle School Multiple Subjects (#5141), or other appropriate state-mandated content-area assessment, or Multi-Subject licensure content test in other state.

Assessment _____ Passing Score _____ Date taken _____

OR

3.B. I am a Veteran teacher and I have accumulated >100 points on the **Multi-Subject ARHOUSSE** criteria survey with a minimum of 50 points in each content area. (Attach a copy of the Multi-Subject ARHOUSSE form.)

4) Are you AQT (i.e., do you have all of 1, 2, and 3 above)? Yes _____ No _____

If you do not meet **all three criteria** (1, 2, & 3 above) you cannot be designated as an Arkansas Qualified Teacher **in these areas at this time**. **As appropriate, and in conjunction with the school/district administrator the teacher is to develop, maintain and adhere to a written plan for becoming an Arkansas Qualified Teacher in this area by the end of this school year.**

 Teacher’s signature

 Date

 School District Administrator’s name

 School District Administrator’s signature

 Date

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES OF ALL ARE TO BE MAINTAINED BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.

**Multi-Subject Arkansas' High Objective Uniform State Standard of Evaluation (MS-ARHOUSSE)
for Middle Childhood grades**

To establish Arkansas Qualified Teacher status as a Multi-Subject teacher a teacher must be teaching in one of the Instructional Classes listed below, and be teaching two or more of the content areas listed below. To demonstrate content knowledge via Multi-Subject ARHOUSSE a minimum of 50 points is required per content area taught.

Teacher Name _____ Date _____

School _____ School District _____

<p>Indicate level of AQT status being sought. <input type="radio"/> Middle Childhood/Grades 4-8</p>	<p>Indicate the content areas to be considered for this AQT designation.</p> <p> <input type="radio"/> English <input type="radio"/> Reading / Language Arts <input type="radio"/> Math <input type="radio"/> Science: (subject _____) <input type="radio"/> Art <input type="radio"/> Social Studies: (subject _____) <input type="radio"/> Music <input type="radio"/> Foreign Language: (subject _____) </p>
<p>Indicate Instructional Class <input type="radio"/> Alternative Learning Environment <input type="radio"/> Special Education</p>	

The following would demonstrate content knowledge for Multi-Subject AQT criteria in full. **Points**

Praxis II: Middle School Content Knowledge (#0146), Praxis II: Middle School Multiple Subjects (#5141), or other appropriate state-mandated content-area assessment	100 points	
Multi-Subject content test taken for licensure in another state (describe)	100 points	

To demonstrate content knowledge by individual subject, the following evidence must be in the content areas indicated above.

A teacher must accumulate a minimum of 50 points in each core content subject area that they are teaching.

<p>Content Area 1: _____</p> <p>College/University Coursework in the content area(s): List coursework</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p># credit hours: X 3 points</p>
NBTS Certification for this content area	100 points
<p>Content Based Professional Development or Content Knowledge Activities: (Please use the AR HOUSSE to see examples of appropriate activities, committee service, textbook adoption, presentations, conferences, articles written, etc.) Describe Activity and use Point Value from Single Subject AR-HOUSSE form:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Prof. Dev. Points 1 pt/hr up to 8 pts/year 40 pts max</p>
<p>Teaching Experience in this content area: Describe:</p> <p>_____</p> <p>_____</p>	<p>10 pts per yr 25 points maximum</p>
<p>Must be a minimum of 50 points CONTENT AREA 1 Total Points:</p>	

Content Area 2: _____ College/University Coursework in the content area(s): List coursework _____ _____ _____	# credit hours: X 3 points
NBTS Certification for this content area	100 points
Content Based Professional Development or Content Knowledge Activities: (Please use the AR HOUSSE to see examples of appropriate activities, committee service, textbook adoption, presentations, conferences, articles written, etc.) Describe Activity and use Point Value from Single Subject AR-HOUSSE form: _____ _____ _____	Prof. Dev. Points 1 pt/hr up to 8 pts/year 40 pts max
Teaching Experience in this content area: Describe: _____ _____	10 pts per yr 25 points maximum
Must be a minimum of 50 points CONTENT AREA 2 Total Points: _____	
Content Area 3: _____ College/University Coursework in the content area(s): List coursework _____ _____ _____	# credit hours: X 3 points
NBTS Certification for this content area	100 points
Content Based Professional Development or Content Knowledge Activities: (Please use the AR HOUSSE to see examples of appropriate activities, committee service, textbook adoption, presentations, conferences, articles written, etc.) Describe Activity and use Point Value from Single Subject AR-HOUSSE form: _____ _____ _____	Prof. Dev. Points 1 pt/hr up to 8 pts/year 40 pts max
Teaching Experience in this content area: Describe: _____ _____	10 pts per yr 25 points maximum
Must be a minimum of 50 points CONTENT AREA 3 Total Points: _____	

Duplicate form as needed to add additional content areas.

 Teacher's signature

 Date

 School District Administrator's name

 Date

 School District Administrator's signature

 Date

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**Arkansas Department of Education
Arkansas Qualified Teacher Designation Form (MULTI-SUBJECT, for Secondary grades)**

An Arkansas qualified teacher (AQT) must have at least a bachelor’s degree; must be appropriately licensed to teach; and must demonstrate content knowledge in the subject area(s). The Multi-Subject HOUSSE form (to designate content knowledge) may ONLY be used by teachers in Alternative Learning Environments or Special Education, who teach two or more subjects and seek Arkansas Qualified Teacher status as a Multi-Subject AQT.

Teacher Name _____ Date _____
 School _____ School District _____

Choose level of AQT status being sought.

Secondary/Grades 7-12

Indicate Instructional Class

Alternative Learning Environment
 Special Education

Choose the content areas.

- English
- Reading or Language Arts
- Mathematics
- Science: (Specify subject _____)
- Art
- Social Studies: (Specify subject _____)
- Music
- Foreign Language: (Specify language _____)

1) BACHELOR’S DEGREE (Provide the appropriate information and documentation.)

Degree _____ Date Awarded _____ Institution _____

2) ARKANSAS TEACHING LICENSE (Check one and provide the appropriate information.)

- INITIAL NTLP PROVISIONAL PROFESSIONAL TEACHING PERMIT OR PPTL
 STANDARD RECIPROCITY PROVISIONAL (all requirements completed except AR History course)

Area _____ Level _____ Expiration date: _____

3) DEMONSTRATION OF CONTENT KNOWLEDGE IN THE SUBJECT OR AREA? (Provide the appropriate information and documentation.)

- I am an Alternative Learning Environment teacher and I have accumulated >100 points in each of the designated areas on the Secondary-grades Multi-Subject ARHOUSSE criteria survey.
 I am a Special Education teacher and I have accumulated >100 points in each of the designated areas on the Secondary-grades Multi-Subject ARHOUSSE criteria survey.

4) Are you AQT (i.e., do you have all of 1, 2, and 3 above)? Yes _____ No _____

If you do not meet **all three criteria** (1, 2, & 3 above) you cannot be designated as an Arkansas Qualified Teacher in this area at this time. **IN CONJUNCTION WITH YOUR SCHOOL/DISTRICT ADMINISTRATOR YOU ARE TO DEVELOP, MAINTAIN AND ADHERE TO A WRITTEN PLAN FOR BECOMING AN ARKANSAS QUALIFIED TEACHER IN THESE AREAS BY THE END OF THIS SCHOOL YEAR.**

 Teacher’s signature

 Date

 School or District Administrator’s name

 School or District Administrator’s signature

 Date

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES OF ALL ARE TO BE MAINTAINED BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.

**Multi-Subject Arkansas High Objective Uniform State Standard of Evaluation (MS-ARHOUSSE)
for Secondary grades**

To establish Arkansas Qualified Teacher status as a Multi-Subject teacher a teacher must be teaching in one of the Instructional Classes listed below, and be teaching two or more of the content areas listed below. To demonstrate content knowledge via Multi-Subject ARHOUSSE a minimum of 100 points is required per content area taught.

Teacher Name _____ Date _____

School _____ School District _____

Indicate level of AQT status being sought.	Indicate the content areas to be considered for this AQT designation.
<input type="radio"/> Secondary/Grades 7-12	<input type="radio"/> English <input type="radio"/> Reading / Language Arts <input type="radio"/> Math <input type="radio"/> Science: (subject _____) <input type="radio"/> Art <input type="radio"/> Social Studies: (subject _____) <input type="radio"/> Music <input type="radio"/> Foreign Language: (subject _____)
Indicate Instructional Class	
<input type="radio"/> Alternative Learning Environment <input type="radio"/> Special Education	

**NOTE: CONTENT KNOWLEDGE ONLY
USE MULTIPLE SHEETS AS NECESSARY**

Subject (from page 1) _____

The following evidence must be in the **content area indicated above.**

	Points
Praxis II Middle School: Content Knowledge test (#0146) , Praxis II: Middle School Multiple Subjects (#5141), or other appropriate state-mandated content-area assessment if the subject area above is Math, Science, English or Social Studies	25 points
National Teacher Exam Content Area Assessment(s) for this content area (e.g., Praxis # 010) or other non-Praxis non-licensure Content test (Describe.) CLEP Exams in content area	50 points
NBPTS Certification in this content area	100 pts
Content test in this area taken for licensure in another state. (Describe)	100 pts
Years of teaching experience in this subject area within the last ten years (10 pts/year)	# of years _____ (50 pts max)
Content-based Professional Development - according to the school's Prof. Dev. Plan (1 pt/hr up to 8 pts/year)	# of years _____ (40 pts max)

The following, if used, must **NOT HAVE BEEN USED ABOVE** under Professional Development.

College/University Coursework in the content area List coursework _____ _____	# credit hours _____ 3 pts per credit hour
Served in an administrative capacity in the content area, e.g., Dept. chair, ACSIP chair, Lead teacher, etc. Describe: _____ _____	# of years served _____ 10 pts per year (30 pts max)
Documented Committee service in local (LEA) or Education Service Co-operatives curriculum development in this content area in the last five years Describe: _____ _____	# of activities _____ 5 pts per activity (25 pts max)

MS-HOUSSE Subject area (from page 1) _____

Documented Committee service in state or national curriculum development in this content area in the last five years Describe: _____ _____	# of activities _____ 10 pts per activity (30 pts max)	
Textbook adoption committee service in this content area over the last five years Describe: _____ _____	# of committees _____ 15 pts per committee (30 pts max)	
Papers published in refereed journals in this content area in the last five years Describe: _____ _____	# of papers _____ 10 pts per paper (30 pts max)	
Presentations made at content-area or specialty-area association conferences in the last five years Describe: _____ _____	# of pres'ns _____ 10 pts per pres'n (30 pts max)	
Conferences attended on line or teleconferences, webcast professional development, CIV workshops, project based authentic learning lessons developed in this content area in the last five years Describe: _____ _____	# of conferences _____ 5 pts per conference (15 pts max)	
Service as a ADE Certified Mentor Mentor or Subject Area Mentor Participant, Peer review of content specific experience in this content area. _____	# yrs served _____ 10 pts per year (30 pts max)	
Participation in a content-specific Arkansas Leadership Academy Individual or Team Institute, or other content specific experience training, etc. _____ _____	20 pts per academy	
Participation in SIM, etc. Curriculum Training – Year Long	20 pts per year	
Participation in Arkansas Mathematics and Science Professional Development Institute – Year Long, Participation in Core Content Competency Based Assessment Circles, Formative Assessment Training and application throughout the year in content area, etc. _____	20 pts per year	
Participation in Effective Literacy, Literacy Lab, Reading First, IDEAs Portal, Web Quest, Teacher-2-Teacher Initiatives, Academic Academies, or similar curriculum training – Year Long (Describe.) _____	1 point per hour up to 20 points per year	
	Total	

Sec. MS-HOUSSE page 2 of 2

Teacher's signature

Date

School District Administrator's name

Date

School District Administrator's signature

Date

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES OF ALL ARE TO BE MAINTAINED BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.