

**Suggested Worksheet/Guideline for Reviewing Rule 10  
In Accredited Nonpublic Elementary Schools**

Accountability, Accreditation, and Program Approval  
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*This worksheet provides a self-check for reviewing Rule 10 dated **August 1, 2015**.  
Please read each regulation in full to determine precise requirements for your school.*

- 003.01      Certificated teachers
- 003.06      School year (1032 hours)  400 kindergarten (if provided)
- 004.01A     School purposes or standards on file;  copy provided for each staff member
- 004.01B     Adopted standards for reading, writing, mathematics, science, and social studies in accordance with Rule 10 guidelines
- 004.01C      Guides/frameworks/standards for all other curriculum  
 Description of library media and guidance programs
- 004.01D     Writing experiences in all elementary curricular areas
- 004.01E     Educational/computer technology in instructional program
- 004.02A     Weekly schedule for elementary school includes:  Reading and Language Arts  
 Math  Social Studies  Science  Health  PE  Visual Arts  Music
- 004.02C     Athletic contests limitations
- 005.01A     Assessment according to Appendix E/Performance Reporting
- 005.03      Student assistance process
- 006.01A     Library media available during entire school day;  
 resources classified  
 encyclopedia or electronic format copyrighted in past five years
- 006.01B     Additional library resources in print:  
 25 per teacher or 150 per school (75 if electronic format is also available)
- 007.01A     Teachers endorsed appropriately (95% FTE)
- 007.04A1    Building library media specialist staffing
- 007.05C     Guidance services available (300 or more students)

- \_\_\_007.07A Staff development (10 hours each year)
- \_\_\_008.02A Appropriately endorsed elementary principal  
(10+ teachers half-time principal; 20+ teachers full-time principal)
- \_\_\_008.02B Board meetings attended by principal
- \_\_\_008.05C Certificates on file in district administrative office
- \_\_\_009.01A Continuous school improvement process includes each five years :
  - \_\_\_mission and vision statements
  - \_\_\_data collection including student performance, demographics, learning climate
  - \_\_\_improvement goals (at least 1 for academic achievement)
  - \_\_\_action plan with an aligned professional development plan
  - \_\_\_evaluation of progress
- \_\_\_009.01B External team visit (in last 5 years)
- \_\_\_010.01A Written report of student performance, demographics, goals and progress
- \_\_\_010.01B Policy for performance report(s)
- \_\_\_011.01A Safe and healthful buildings
- \_\_\_011.01B Safety and security plan
- \_\_\_011.01C Safety and security committee
- \_\_\_011.01D Safety and security visit
- \_\_\_011.01E Seclusion and restraints policy
- \_\_\_011.01F Bullying prevention and education policy
- \_\_\_012.01A Written board policies accessible in each school building
- \_\_\_012.01B Policy on instructional hours (400 hours for kindergarten; 1032 for elementary)
- \_\_\_012.01C Ratio of pupils to certificated staff does not exceed 25 to 1 (computed on a full-time equivalency basis)
- \_\_\_Appendix F School Board has an Americanism Committee to carry out § 79-724