



NEBRASKA DEPARTMENT OF EDUCATION RULE 14 COMPLIANCE CHECKLIST FOR APPROVED NONPUBLIC SCHOOLS K-12

DEFINITIONS:

002.10 School means an individual attendance center within a school system which provides either elementary or secondary education.

002.11 School System means a school or a group of schools under a governing body organized to provide education in elementary and/or secondary grades as provided in this Chapter.

CODE SECTION	REQUIREMENTS	MET / NOT MET	COMMENTS
004	REQUIREMENTS FOR ALL SCHOOLS		
004.01A Certificated Staff	The school shall use only persons certificated pursuant to 92 NAC 21 to teach. Persons conducting religion or prekindergarten classes which are not counted as a part of the nonpublic school's courses for purposes of complying with the requirements of the Chapter are excluded from this requirement.		
004.01D Graduation Requirements	Each four-year high school (grades 9-12) shall require at least 200 credit hours for graduation, for which at least 80 percent shall be from the core curriculum. The number of credit hours given for a course may be less than the number of instructional units and may be increased up to 25 percent above the number of instructional units.		
004.01E School Year	Each school system shall provide at least the following instruction annually between July 1 and June 30 for the grades it offers: (a) for elementary grades, the time equivalent to at least 1,032 hours, (b) for high school grades, the time equivalent to at least 1080 hours, and (c) if kindergarten is provided, the time equivalent to at least 400 hours. When a school is dismissed for any reason such as tournaments or contests, parent/teacher conferences, funerals, parades, and school picnics, time shall not be counted in meeting the 400/1,032/1080 hour school year requirement. Time scheduled for the school lunch period shall not be counted in meeting the school year requirements.		
004.02A1 Policies Annually Updated	The governing body annually updates a written set of policies based upon the purposes and goals of the school or school system. This document is on file in each school building.		

004.02A2 Policy on instructional hours	The school has a written policy which describes the 1,080 hour instructional program scheduled for high school students and the 1,032 hour instructional program scheduled for elementary students and, if provided, the 400 hour instructional program for kindergarten students. The policy(ies) or regulations stipulate the conditions for which individual students may be excused from the regular school day.		
004.02B1 School Purposes and Goals	The instructional program of the school is based on a written statement of purposes and/or goals developed at the local level and approved by the local board of education or governing body. This document is on file in each school building and each certificated staff member is provided a copy.		
004.02B2 Curriculum guides or frameworks	Each school has written guides or frameworks for each core curriculum area and for the library and guidance programs. The guide in each core curriculum area addresses, as appropriate, instruction in written composition.		
004.02B3 Cumulative Student Records	The school provides a comprehensive cumulative record of attendance, academic progress, and dates of enrollment in and withdrawal from the school for each student enrolled.		
004.02B4 Interscholastic athletic contest limitations, middle grades and elementary	No student in grades seven or eight participates in interscholastic athletic contests between schools within a school system or between school systems which exceed six games in football, fourteen matches in volleyball, twelve games in basketball, eight meets in wrestling, eight meets in track and field, and eight contests in other sports. Contest limits shall be based upon the total number of contests played. Each game, match, or meet played in a tournament setting shall count as one of the contests permitted within these contest limits. Pupils in kindergarten through sixth grade do not participate in any kinds of athletic contests between schools within a school system or between school systems except that nonpublic elementary schools having seventh and eighth grade athletics may include sixth grade boys or girls when combined enrollment for seventh and eighth grade becomes fewer than 12 boys or 12 girls and if the local governing body has a policy regulating participation for sixth graders. Annual field or play days are excluded from this regulation.		
004.02C1 Administrator Endorsement	Each K-12 and each secondary school having grades ten through twelve has a head administrator who holds a Nebraska Administrative and Supervisory Certificate with an endorsement for serving as a superintendent. Nonpublic schools may share an area diocesan head administrator.		
004.02C2 Other administrators hold appropriate endorsements	Any person employed in an administrative and/or supervisory capacity in addition to the head administrator holds a Nebraska administrative and Supervisory Certificate with an appropriate endorsement for the position held.		
004.02C3 Certificates Filed	A copy of the certificate or permit of each staff member who is required to have a certificate is on file in the school or school system's administrative office.		
004.02C4 Ratio (30:1)	The ratio of pupils to certificated staff members computed on a full-time equivalency basis in each school does not exceed 30 to 1.		

<p>004.02C5 10 hours Staff Development</p>	<p>Each teacher participates in at least ten hours of staff development activities each year.</p>		
<p>004.02D1 Library media available all day</p>	<p>Each school has a library media area(s) which is available to students during the entire school day. All library media resources are properly cataloged, marked, and shelved according to a standard classification system.</p> <p>Each elementary school, including any housing grade nine, has at least one set of encyclopedias which has a copyright date within six years of the current school year. Each secondary school has two sets of encyclopedias from different publishers with copyright dates in the past five years. Required encyclopedias may be in print or electronic format.</p>		
<p>004.02D2 Additional library resources</p>	<p>Each elementary and each secondary school acquires a minimum of 25 new library media resources, exclusive of textbooks and encyclopedia, of different titles, per teacher per year, up to 150 titles during one year. The minimum full text hard copy titles is 100 if library media resources are also available through electronic format.</p>		
<p>004.02D3 Periodicals</p>	<p>Each secondary school subscribes to at least ten periodicals listed in the guide or index to periodicals used by the school. At least six are hard copies. The remainder may be obtained through electronic format.</p>		
<p>004.02D4 Safe and healthful buildings</p>	<p>Each school maintains safe, healthful, and sanitary conditions within the school building(s) and on the school grounds.</p>		
<p>004.02E1 Annual Written Report</p>	<p>Each school annually prepares a written report which includes but need not be limited to student performance and school demographics. No public reports of student performance are provided for any grades having fewer than five students.</p>		
<p>004.02E2 Norm- referenced</p>	<p>Each school selects and uses a standardized norm-referenced assessment instrument. Whole grade assessment begins no earlier than grade two and assessment is conducted annually in at least one grade in each of the following three levels: Grades 4-6; grades 7-9; grades 10-12.</p>		
<p>004.02E3 Criterion- referenced</p>	<p>Each school uses criterion referenced assessment data, beginning at least in grade five, to determine acquisition of competencies in reading, writing, and mathematics. The assessment is based upon local checklists or benchmarks of progress, portfolio collections showing student progress, or other criterion-referenced measures.</p>		
<p>004.02E4 Follow-up study of high school graduates</p>	<p>At least once every three years, each high school conducts a follow-up study of its graduates.</p>		

005	REGULATIONS PERTAINING TO THE ELEMENTARY SCHOOL			
005.01 Weekly Elementary Schedule	The elementary school has on file a representative weekly schedule for each classroom teacher encompassing experiences in the following subject areas: 005.01A Reading and Language Arts 005.01B Mathematics 005.01C Social Studies 005.01D Science/Health 005.01E Physical Education 005.01F Art, and 005.01G Music			
005.02A (90% Properly Endorsed)	Computed on a full-time equivalency basis, a minimum of 90 percent of the teachers in the elementary grades are assigned to areas for which they hold certificates having appropriate endorsements pursuant to 92 NAC 24.			
005.02B Elementary Staffing	An elementary school having more than one and less than ten full-time equivalency teachers has a principal or designates one teacher as head teacher. The head teacher holds at least an Initial, Prestandard, Standard, or Professional Nebraska Teaching Certificate issued pursuant to 92 NAC 21 with an appropriate endorsement for elementary education issued pursuant to 92 NAC 24. When the number of full-time equivalency teachers reaches ten or more, a principal holding a Nebraska Administrative and Supervisory Certificate is assigned at least one-half time for administration and supervision.			
006	REGULATIONS PERTAINING TO THE SECONDARY SCHOOL			
006.01A High School Instruction	The secondary school has on file a representative weekly schedule for each classroom teacher encompassing experiences in the following subject areas: 006.01A reading and Language Arts 006.01B Mathematics 006.01C Social Studies 006.01D Science/Health 006.01E Physical Education 006.01F Art, and 006.01G Music			
006.01C8 Computer education	Computer Education – is included in the instructional program.			

<p>006.01D Middle Level Grades Instruction</p>	<p>Secondary schools including grades seven and eight provide instruction in the following subject areas in each grade during each school year:</p> <p>Reading, language Arts, Social Science, Mathematics, Science, Personal Health and Physical Fitness, Music, and Art.</p> <p>Computer education is integrated in the instructional program.</p> <p>Practice for and participation in interscholastic activities are not accepted as a substitute for any part of this requirement.</p>		
<p>006.02A 70% Staff Endorsements (per Units)</p>	<p>A minimum of 70 percent of the units offered in secondary grades during the regular school term are assigned to teachers who hold certificates having appropriate endorsements issued pursuant to 92 NAC 24. If 92 NAC 24 does not provide an endorsement designated for a particular course or subject area, any teacher holding a regular certificate may instruct such course without penalty to the school system.</p> <p>Teachers holding a subject endorsement are considered appropriately endorsed for any other subject within the broad field if they are acquiring six credit hours per year toward the subject endorsement or the broad field endorsement.</p>		
<p>006.02B Admin Endorsement</p>	<p>Each secondary school has a principal assigned who holds a Nebraska Administrative and Supervisory Certificate with an endorsement for serving as a secondary principal or for superintendent.</p> <p>When the number of full-time equivalency teachers reaches 10 or more, the principal is assigned at least on-half time for administration and supervision. The principal is assigned full-time for administration and supervision when the number of full-time equivalency teachers reaches 20 or more.</p>		