



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
004	REQUIREMENTS FOR ALL SCHOOLS	
004.01A Teachers	The school shall use only persons certificated pursuant to 92 NAC 21 to teach. Persons conducting religion or pre-kindergarten 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	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.	

Cumulative Student Records		
004.02B4 Interscholastic Athletic Contests	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 all other activities. 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 Certificate issued pursuant to 92 NAC 21 with an endorsement for serving as a superintendent. Nonpublic schools may share an area diocesan head administrator.	
004.02C2 Other Administrators Appropriate Endorsements	Any person employed in an administrative or supervisory capacity in addition to the head administrator holds a Nebraska Administrative 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 Pupil to Certified Staff Ratio	The ratio of pupils to certificated staff members computed on a full-time equivalency basis in each school does not exceed 30 to 1.	
004.02C5 Staff Development	Each teacher participates in at least ten hours of staff development activities each year.	
004.02D1 Library/Media	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. Each elementary school 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 encyclopedia may be in print or electronic format.	
004.02D2 Additional Library Resources	Each elementary, middle, and high 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.	
004.02D3 Periodicals	Each middle and high 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.	
004.02D4 Safe and Healthful Buildings	Each school maintains safe, healthful, and sanitary conditions within the school building(s) and on the school grounds and meets fire, safety, and health codes.	
004.02E1 Annual Written Report	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.	

004.02E2 Norm-referenced	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.	
004.02E3 Criterion-referenced	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.	
004.02E4 Follow-up Study of High School Graduates	At least once every three years, each high school conducts a follow-up study of its graduates.	
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 Properly Endorsed Teachers	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. The principal holds a Nebraska Standard or Professional Administrative Certificate issued pursuant to 92 NAC 21 with an endorsement for principal or superintendent issued pursuant to 92 NAC 24. When the number of full-time equivalency teachers reaches ten or more, a principal holding a Nebraska Administrative Certificate issued pursuant to 92 NAC 24 is assigned at least one-half time for administration and supervision.	
006	REGULATIONS PERTAINING TO THE MIDDLE GRADES SCHOOL	
006.01 Middle Level Grades Instruction	The program in the middle grades includes instruction for each grade each year in the following subject areas. Instruction may be provided through separate courses, integrated blocks of time, or through exploratory programs. 006.01A Reading and Language Arts, 006.01B Mathematics, 006.01C Social Studies, 006.01D Science 006.01E Health 006.01F Art, and 006.01G Music 006.01H Physical Education. Practice for and participation in interscholastic activities are not accepted as a substitute for any part of this requirement.	

<p>006.02A Number, Preparation, and Assignment of Middle Grades Staff</p>	<p>006.02A Computed on a full time equivalency basis, a minimum of 80 percent of the teachers in the middle grades are assigned to areas for which they hold one of the following endorsements or meet the provision of subsections 006.02A1a or 6.02A4.</p> <p>006.02A1 In grades seven and eight, any middle grades endorsement or an appropriate secondary endorsement.</p> <p>006.02A1a Teachers holding an elementary endorsement may teach in grades seven and eight if they acquire six credit hours per year toward the middle grades endorsement or participate in staff development in accordance with a local mission and plan for education of middle grade students.</p> <p>006.02A2 In grades four through six, an elementary endorsement or any middle grades endorsement.</p> <p>006.02A2a Teachers holding a content area endorsement at the secondary level may teach grade six in that content area if they acquire six credit hours per year toward the elementary or middle grades endorsement or participate annually in staff development in accordance with a local mission and plan for education of middle grade students.</p> <p>006.02A3 In grade nine, an appropriate secondary endorsement or any middle grades endorsement.</p> <p>006.02A4 Teachers not holding an appropriate endorsement may be assigned to the middle grades if they acquire six credit hours per year toward a middle grades endorsement.</p> <p>006.02A5 Secondary teachers assigned to integrated courses or curriculum in grades seven through nine are considered appropriately endorsed if they hold an endorsement for any of the subjects or fields included in the course.</p>	
<p>006.02B Administrator Endorsement</p>	<p>A middle grades 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 a Nebraska Initial, Standard, or Professional Teaching certificate issued pursuant to 92 NAC 21 with an endorsement for principal or superintendent issued pursuant to 92 NAC 24. When the number of full time equivalency teachers reaches 10 or more, a principal holding a Nebraska Standard or Professional Administrative Certificate issued pursuant to 92 NAC 21 with an endorsement for principal or superintendent issued pursuant to 92 NAC 24 is assigned at least one-half time for administration and supervision.</p>	
<p>007</p>	<p>REGULATIONS PERTAINING TO THE HIGH SCHOOL</p>	
<p>007.01A Required High School Program</p>	<p>The high school program consists of courses totaling at least 200 instructional units of which at least 100 instructional units are taught by certificated teachers employed by the school. Upt to a total of 100 instructional units may be provided through one or more of the following:</p> <p>007.01A Cooperative Arrangements. Instructional units provided through contractual or cooperative arrangements with other schools, educational service units, and/or postsecondary institutions may be counted in meeting a portion of the instructional unit requirement provided the courses are taught by properly certificated teachers and are made available to all eligible students. The course(s) must be shown on the high school class schedule if the courses are to be counted toward compliance with this regulation. A copy of the written agreement with the cooperation school/agency must be on file in the school.</p> <p>007.01A1a Distance Learning. Up to 60 instructional units of the 200 unit instructional program requirement of the high school may be met through the use of courses presented primarily through one or more forms of distance learning technology such as satellite, regional course sharing, or other audio-video distance learning, provided: (a) each course is shown on the high school class schedule, (b) at least one student is enrolled and participating in each course to be counted, and, (c) each student enrolled in a course is assigned to a local certificated teacher who monitors student progress and general appropriateness of the course. The teacher is present in the classroom while instruction is in progress unless:</p> <p>007.01A1a1 The off-site teacher holds a valid teaching certificate and a paraprofessional is present in the classroom, or</p> <p>007.01A1a2 The off-site teacher holds a Nebraska teaching certificate, maintains two-way</p>	

	<p>audio and video communication with the distance learning classroom, and has a direct telephone connection with a supervising adult in the school.</p> <p>007.01A2 Correspondence Courses. Up to 30 instructional units of the instructional program requirement of the high school may be met through the use of correspondence courses available through the Independent Study High School, University of Nebraska-Lincoln, provided: (a) the courses are made available to all students at the school's expense, (b) at least one high school student is enrolled in each course used towards compliance with the instructional program requirement, (c) a correspondence study class is scheduled each day that school is in session with a certificated teacher present (one teacher may supervise several correspondence courses within a single class period), (d) students are required to attend the scheduled classes, and (e) a statement indicating the name of the course, the number of hours to be completed, and the name of the students enrolled is on file in the school system. The class assigned for the correspondence work must be shown on the high school class schedule.</p>	
007.01B Adding Grades	007.01B A school adding high school grades provides at least one-fourth of the total instructional unit requirement and one-fourth of the individual subject matter requirements for each grade that it offers.	
007.01C Instructional Program	<p>007.01C The instructional program in grades 9-12 includes as a minimum the following subject fields and the number of instructional units shown for each:</p> <p>007.01C1 Language Arts - 40 instructional units. Schools may include world language in meeting this requirement</p> <p>007.01C2 Social Science – 30 instructional units. This must include instruction in citizenship as provided in Section 79-724 R.R.S.</p> <p>007.01C3 Mathematics – 20 instructional units</p> <p>007.01C4 Science – 20 instructional units. This includes courses each year in the biological and the physical sciences.</p> <p>007.01C5 Career and Technical Education – 40 instructional units</p> <p>007.01C6 Personal Health and Physical Education – 10 instructional units. Practice for and participation in interscholastic athletic activities cannot substitute for any part of the personal health and physical education requirements.</p> <p>007.01C7 Visual and Performing Arts – 5 instructional units in music and 5 in art.</p>	
007.01D Secondary School Course Requirements	Secondary schools including grades seven and eight provide instruction in the following subject areas in each grade during each school year: Reading, Language Arts, Social Science, Mathematics, Science, Personal Health and Physical Education, Music, and Art. Computer education is integrated in the instructional program. Practice for and participation in interscholastic activities are not accepted as a substitute for any part of this requirement.	
007.02 Number, Preparation, and Assignment of Secondary Staff	007.02A 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 TITLE 92 CHAPTER 14 14 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. 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.	
007.02B Secondary Administration	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. When the number of full-time equivalency teachers reaches 10 or more, the principal is assigned at least one 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.	
APPENDIX		

Social Studies and Civics	Private, denominational, and parochial school responsibilities for Social Studies and Civics 79-724 (2-6)	
Character Education	Character education instruction emphasis in public and nonpublic classrooms 79-725	
Seizure Safe Schools	Public, private, denominational, and parochial schools educate staff as outlined in the Seizure Safe Schools Act 79-3201	

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