

**67-19-01-14. Calculation tables for elementary schools.**

1. The following calculation tables outline the standards for elementary schools. The table identifies the required standards and the point-value standards and criteria that apply to the school.
2. The accreditation standards and criteria which are identified by the letter R are those which are required of all schools within the timelines established.
3. The point-value standards and criteria are designed to provide some flexibility to schools.
4. A school must accrue at least eighty-five percent of the overall points that apply to the school and accrue at least fifty percent of the points assigned to each section.
5. Schools must accrue points for the standards that apply directly to them. For example, a school employing an assistant superintendent is eligible for the two points assigned to that standard if the person holding the position is qualified for the position.
6. Calculation tables for elementary schools are:

	Points
a. Education improvement process	R
b. Administration:	
(1) Superintendent (if employed):	

	(a) Qualifications	R
	(b) Time assignment	5
(2)	Assistant superintendent qualifications (Accrual of 2 points if employed and qualified)	2
(3)	Principal:	
	(a) Qualifications	R
	(b) Time assignment	5
(4)	Assistant principal:	
	(a) Qualifications (Accrual of 2 points if employed and qualified)	2
	(b) Time assignment (Accrual of 2 points if qualified)	2
c.	Instructional personnel:	
	(1) Teacher preparation	
	(2) Specialized credential preparation:	
	Maximum accrual for enrollment category:	
	0-100	10
	101-250	15
	251+	20
	(Loss of 2 points for each teacher lacking appropriate credential)	
	(3) Professional development plan	R
d.	Instructional program:	
	(1) Written curriculum plan	R
	(2) Curriculum subjects and time allotment	R
	(3) Class size:	
	Maximum accrual for enrollment category:	
	0-100	10
	101-250	15
	251+	20
	(Loss of 1 point per teacher)	
e.	Student evaluation:	
	(1) Student evaluation plan	R
	(2) Readiness - kindergarten and first grade	2
f.	Pupil personnel services:	
	(1) Pupil personnel services plan	R

(2) Coordinator	R
(3) Counseling and guidance services:	
(a) Counselor qualifications	3
(b) Counselor time assignment	3
(Accrual of 3 points if qualified)	
g. Library media services:	
(1) Library media services plan	R
(2) Librarian:	
(a) Qualifications	3
(b) Time assignment	3
(Accrual of 3 points if qualified)	
h. School policies - handbooks:	
(1) Teacher handbook	2
(2) Student and parent handbook	2

**History:** Effective January 1, 2000; amended effective July 1, 2007.

**General Authority:** NDCC 15.1-02-11

**Law Implemented:** NDCC 15.1-02-11



**ANNUAL ELEMENTARY ACCREDITATION CLASSIFICATION REPORT**  
**FOR SCHOOL YEAR 2008 - 2009**  
DEPARTMENT OF PUBLIC INSTRUCTION  
SFN 18986 (Revised 11-2008)

<b>School</b>		<b>County No./LEA No./School No.</b>
<b>City</b>	<b>Phone</b>	<b>Grades</b>
<b>Principal</b>		<b>Enrollment</b>

The review of your program is in accordance with the standards and criteria established which corresponds to the enrollment category of your school. Refer to the Administrative Rule, Chapter 67-19-01, Accreditation: Procedures and Standards and Criteria.

COMMENTS BY REVIEWER:

THIS SCHOOL IS CLASSIFIED \_\_\_\_\_ FOR THE 2008-2009 SCHOOL YEAR

Direct all questions/comments concerning this report to:

School Approval and Accreditation Unit  
(328-4647 or 328-2266)

Date

SECTION I. STANDARDS AND CRITERIA-ANNUAL REVIEW:		Met	Not Met
<b>Written Plans</b>			
67-19-01-30	Professional Development Plan		
67-19-01-31	Curriculum Plan		
67-19-01-38	Student Evaluation Plan		
67-19-01-39	Pupil Personnel Services Plan		
67-19-01-41	Library Media Services Plan		
Comments:			
<b>Education Improvement</b>			
67-19-01-15	Education Improvement Process		
Comments:			
<b>Personnel Qualifications</b>			
67-19-01-16.1	Superintendent		
67-19-01-20.1	Principal		
67-19-01-29.1	Regular Classroom Teacher		
67-19-01-39.3	Pupil Personnel Service Coordinator		
Comments:			
<b>Instructional Program</b>			
67-19-01-34 & 35	Curriculum		
Comments:			
Grade Insufficient Time		Grade No Students Reported	

School	County No./LEA No./School No.
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SECTION II. STANDARDS AND CRITERIA-ANNUAL REVIEW:		Point Value	Total Points	Points Accrued
<b>Administration</b>				
67-19-01-16.2	Superintendent (Time Assignment)	5		
67-19-01-20.2	Principal (Time Assignment)	5		
67-19-01-22.1	Asst. Principal (Qualification)	2		
67-19-01-22.2	Asst. Principal (Time Assignment)	2		
67-19-01-17	Asst. Superintendent (Qualification)	2		
Comments:				
<b>Instructional Personnel</b>				
67-19-01-29.1	SPECIFIC PREPARATION 0-100/101-250/251+ *(based on school enrollment --loss of 2 points per teacher lacking specific preparation)	10/15/20*		
Comments:				
<b>Instructional Program</b>				
67-19-01-36.2	CLASS SIZE/TEACHER RATIO 0-100/101-250/251+ *(based on school enrollment --loss of 1 point per oversize classroom)	10/15/20*		
67-19-01-36.2	Grade Levels Per Teacher	6		
Comments:				
<b>Student Evaluation</b>				
67-19-01-38	Achievement & Aptitude School, as organized, 1-3, 1-6, 1-8	2/4/6		
67-19-01-38	Readiness K-1	2		
Comments:				
<b>Pupil Personnel Services</b>				
67-19-01-40.1	Counselor Qualifications	3		
67-19-01-40.2	Counselor Time Assignment	3		
Comments:				
<b>Library Media Services</b>				
67-19-01-41.3	Librarian Qualifications	3		
67-19-01-41.4	Librarian Time Assignment	3		
Comments:				
<b>School Handbook/Policies</b>				
67-19-01-42.2.a	Teacher	2		
67-19-01-42.2.b	Student/Parent	2		
Comments:				
TOTAL OF COLUMNS				
Percentage of points accrued based on the total points =				%

cc: School Board President  
Superintendent  
March, 2009