

67-19-01-13. Calculation tables for secondary, middle level, or junior high schools.

1. The calculation tables outline the standards for secondary schools and middle level and junior high schools. The tables identify the required standards and the point-value standards and criteria that apply to the school.
2. The accreditation standards and criteria that are identified by the letter R are those which are required of all schools.
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 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 secondary, middle level, or junior high are:

	Points
a. Education improvement process	R
b. Administration:	
(1) Superintendent:	
(a) Qualifications	R
(b) Time assignment	5
(2) Assistant superintendent qualifications	2

	(Accrual of 2 points if employed and qualified)	
(3)	Principal:	
	(a) Qualifications	R
	(b) Time assignment	5
(4)	Assistant principal:	
	(a) Qualifications	2
	(Accrual of 2 points if employed and qualified)	
	(b) Time assignment	2
	(Accrual of 2 points if qualified)	
c.	Instructional personnel:	
(1)	Teacher preparation	R
(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:	
	(a) Two-year course offerings (high school only)	R
	(b) Curriculum subjects and time allotment (middle level or junior high only)	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 plan	R
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 ACCREDITATION REPORT FOR SCHOOL YEAR 2008-2009

DEPARTMENT OF PUBLIC INSTRUCTION

SFN 6839 (Revised 12-08)

ANNUAL ACCREDITATION REPORT FOR SCHOOL YEAR 2008-2009 for secondary schools, middle level/junior high schools and combination middle level/junior/secondary schools.

School:	Unit as Organized:	Total Enrollment:
Superintendent:	Principal:	

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 Administrative Rule, Article 67, Chapter 19-01 Accreditation: Procedures and Standards and Criteria. **If the required standard has been met, the required standard met column is identified as (OK).**

Standards and Criteria	Required Stds & Points 67-19-01-13	Possible Points	Deducted Points	Required Stds & Points Accrued	Comments
Section I. Education Improvement Process (67-19-01-15)	R			OK	
Section II. Administration					
A. Superintendent (67-19-01-16)					
1. Qualifications	R			OK	
2. Time assignment	5	5		5	
B. Assistant Superintendent (67-19-01-17)					
Qualifications (if employed)	2	--		--	
C. Principal (67-19-01-18)					
1. Qualifications	R			OK	
2. Time assignment	5	5		5	
D. Assistant Principal (67-19-01-19)					
1. Qualifications (if employed)	2	--		--	
2. Time assignment (enrollment 500+)	2	--		--	
Section III. Instructional Personnel					
A. Teacher Preparation (67-19-01-29.1)	R			OK	
Specialized credential preparation (Loss of 2 points for each teacher appropriate credential)	10 15	-- --		-- --	
Maximum accrual for enrollment:	20	--		--	
B. Professional Development Plan (67-19-01-30)	R			OK	
Section IV. Instructional Program					
A. Written Curriculum Plan (67-19-01-31)	R			OK	
B. Curriculum (67-19-01-32/67-19-01-33/67-19-01-34)					
1. Two-year course offering (high school only)	R			OK	
2. Curriculum subjects & time allotment (middle level or junior high only)	R			OK	
C. Class Size (67-19-01-36)					
Maximum accrual for enrollment:	10 15 20	-- -- --		-- -- --	
Section V. Student Evaluation Plan (67-19-01-38)	R			OK	
Section VI. Pupil Personnel Services					
A. Pupil Personnel Services Plan (67-19-01-39)	R			OK	
B. Coordinator (67-19-01-39)	R			OK	
C. Counseling & Guidance Services (67-19-01-40)					
1. Qualifications	3	3		3	
2. Time assignment	3	3		3	
Section VII. Library Media Services					
A. Library Media Services Plan (67-19-01-41)	R			OK	
B. Librarian (67-19-01-41)					
1. Qualifications	3	3		3	
2. Time assignment	3	3		3	

Standards and Criteria	Required Stds & Points 67-19-01-13	Possible Points	Deducted Points	Required Stds & Points Accrued	Comments
Section VIII. School Policies Handbooks (67-19-01-42)					
1. Teacher handbook	2	2		2	
2. Student/parent handbook	2	2		2	
Totals		26	0	26	100%

of Optional Standards Met

Comments:

Your school has met all the standards identified as REQUIRED and has maintained the 85% required point accumulation of the OPTIONAL points. Congratulations!

This School is Classified ACCREDITED for the 2008-2009 School Year.

Linda M. Paluck

Director

Direct all questions/comments concerning this letter to School Approval & Accreditation, Secondary Schools staff.
Telephone: (701)328-4563 or (701)328-2597 Fax: (701)328-4770

cc: Board President
April, 2009