ILLINOIS STATE BOARD OF EDUCATION
Nonpublic School Recognition Program
Title Grant Administration Division
100 North First Street, N-242
Springfield, Illinois 62777-0001

MOST COMMON FINDINGS

Section I—Administrative Requirements (policies needing revision or adoption)
• Missing Children Act (procedures on flagging current or former students)
• Missing or lack of government issued birth certificates (no hospital birth records with footprints allowed)
• Drug Violations Act
• Firearm Incident
• Battery committed against school personnel

Section II—The Educational Program
• Instruction not offered in the U.S. and Illinois Constitutions
• The Pledge of Allegiance not recited daily

Section III—Personnel
• Missing or lack of fingerprint-based background checks on certified and non-certified personnel
• Sex offender data sheets not available
• Missing or lack of proof that checks for communicable diseases were conducted
• Formal evaluations not completed by the administrator every two years

Section IV—Health and Safety
• Religious waiver letters for health examinations must be detailed in nature and signed by parents
• Medical waiver signed by the physician
• Health examination and immunization submittal by October 15th exclusion deadline
• Safety drill form not completed
• Bus drill not conducted
• Annual review for state fire marshal not completed
• Battery power emergency lighting not working (replacement batteries)
• Pest management system not in place
• Occupancy sign not posted in large gathering areas
• Fire/tornado and evacuation instructions not posted in classrooms and/or building
• Missing or lack of ABC type fire extinguishers or in need of recharging
• Using the electrical room(s) for storage
• Using the boiler or HVAC room for storing flammable materials
• Current boiler certificate not posted in the boiler room

December, 2014