



# Illinois State Board of Education

## Nonpublic School Recognition Visit Information for School Administrators

Equity • Quality • Collaboration • Community

# Agenda

- Overview of a Visit
- Visit Scheduling
- Preparing for Your Visit
- Post-visit Procedure
- Walkthrough of Evaluation Instrument
- Questions and Contact Information

# Overview of a Visit

## Types of visits

- Initial Recognition – First-time applicants
- Recognition Renewal – Every 5 years

## Visit length

- Between 1 to 3 hours

# Overview of a Visit

## Visit objective

- Demonstration of compliance through evidence:
  - Evidence can include policy manuals, signed forms, student/staff files, interviews, and more.
- Not a “gotcha” exercise.

## Recognition status assignment

- Fully Recognized
- Recognition Pending Further Review
- Probation
- Nonrecognized



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# Visit Scheduling

## Initial and Renewal Recognition Visits

- ISBE and West 40 (ISC 2) will be coordinating visits.
- Please wait to be contacted as your local ROE/ISC may not be doing the visit.
- If you are not contacted by Jan. 13, email [srparrott@isbe.net](mailto:srparrott@isbe.net) for assistance.

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# Preparing for your Visit

- [Complete a self-evaluation using the Evaluation Instrument.](#)
- Look over [the Glossary.](#)





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- ~~Overview of a Visit~~
- ~~Changes due to COVID-19 Pandemic~~
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# Post-visit Procedure

- Go over any items marked “No” with your reviewer.
- Try to address all issues within 30 days of the time you get a copy of the report.
- Input the results of your visit in the IWAS system titled **Nonpublic School Application for Recognition Renewal**.

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# Walk-through of Evaluation Instrument

File Links - [www.isbe.net/nonpublicprograms](http://www.isbe.net/nonpublicprograms)

- Box 4 – “Show me a list of all forms and links by category”
  - **Recognition**
    - [Evaluation Instrument](#)
    - [Glossary](#)
- Update in the Evaluation Instrument
  - [Absenteeism and Truancy Policy](#) –
    - Section 104.D
  - Health Topics –
    - Section 203.H – provides more detail on mental health and illness



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# Questions and Contact Information

- Questions about the Evaluation Instrument are likely answered in the Glossary. Please check there first.
- Team leaders or school administrators can contact [srparrott@isbe.net](mailto:srparrott@isbe.net) for assistance.
- The nonpublic website also has answers to many questions.



# Evaluation Instrument

- Derreck will walk you through the [Evaluation Instrument](#).

