



**JOY HOFMEISTER**  
**STATE SUPERINTENDENT OF PUBLIC INSTRUCTION**  
**OKLAHOMA STATE DEPARTMENT OF EDUCATION**

**MEMORANDUM**

**TO:** The Honorable Members of the State Board of Education

**FROM:** Joy Hofmeister

**DATE:** September 24, 2015

**SUBJECT:** Deregulation of Administrative Services

The following school is requesting deregulation of administrative and supervisory services for the 2015-2016 school year. Superintendent will serve as Principal. Approval is recommended.

<b>District</b>	<b>County</b>	<b>Regulation</b>	<b>Alternative Means</b>
Wapanucka	Johnston* (2)	OAC210:35-3-46	Superintendent will Serve as principal of Elem. and High School

\* The number in the County category represents the Congressional District.  
See the attached map.

ch

Attachments

#### **210:35-3-46. Administrative and supervisory services**

(a) The school site shall be part of a system employing a full-time superintendent. If a vacancy occurs in the superintendency during the course of the school year, a certified replacement must be employed within 45 school days.

(b) It shall further be the responsibility of the local board, upon the recommendation of the superintendent, to employ an administrative head to be known as a principal for each of the schools within the district. Private schools shall employ a full-time principal/headmaster. An elementary district shall employ a full-time elementary superintendent. With the exception of requirements for certification, the term superintendent as used in these standards shall mean an elementary school superintendent, headmaster, or superintendent. Full time is defined as employed full time and therefore allows administrators to teach.

(c) Instructional leadership shall be the chief function of the school's principal. The principal shall be responsible for the improvement of instruction and be given the authority and resources needed to accomplish this goal. The principal shall help clarify the goals of the school, help obtain resources for it, coordinate its various activities, and promote its continuous evaluation to determine improvements needed.

(d) Lines of administrative and supervisory authority between the central office staff and the principal shall be defined clearly and shall give the principal responsibility for initiating appropriate changes to meet the needs of the students.

(e) The principal shall be involved in the selection, assessment, evaluation, retention, and promotion of all personnel assigned to the school.

(f) While working with faculty, staff, or students in the school, central office and other supplementary personnel shall coordinate their activities through the principal.

(g) The principal shall have the responsibility and the authority for the administration of the non-instructional programs in the school.

(h) The local board shall adopt a school calendar and school day consistent with statutory requirements in Oklahoma.

(1) The early childhood school day shall consist of not less than 2 1/2 hours per session. Early childhood may meet for less than 2 1/2 hours a day the first five (5) days of school.

(2) The kindergarten school day shall consist of not less than 2 1/2 hours per day. Kindergarten may meet for less than 2 1/2 hours for the first five (5) days of school.

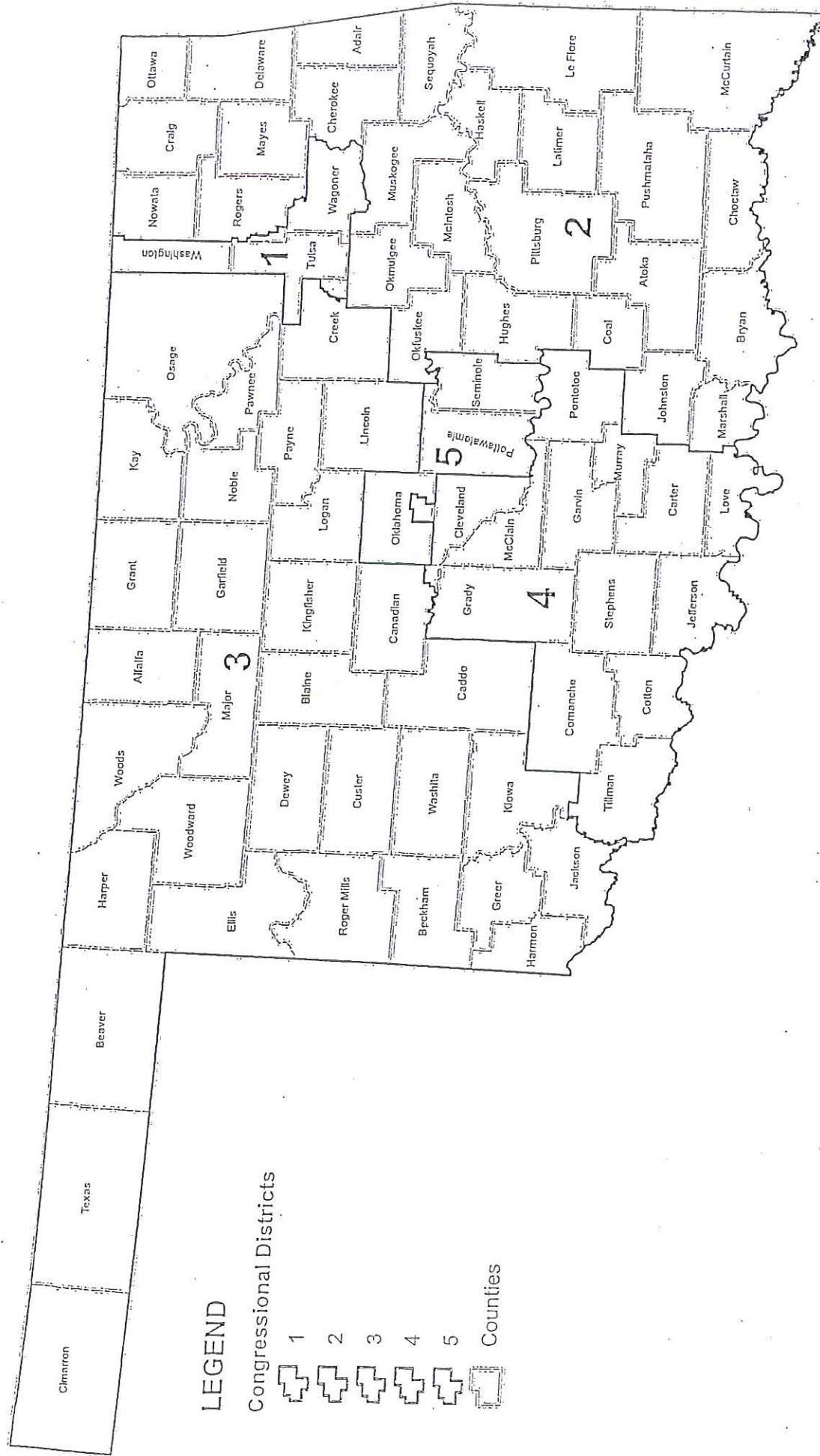
(3) A school day for first graders shall consist of not less than three (3) hours per day during the first two (2) weeks of school if the teachers devote the afternoon to parent-teacher conferences.

(i) If, because of emergency situations, school has been missed more than fifteen (15) days, the State Board of Education will consider forgiving a portion of those days or in rare instances all days missed, on a case-by-case basis. Exceptions to the fifteen (15) day minimum will be made at the recommendation of the State Superintendent and forgiveness will be considered by the State Board of Education on a case-by-case basis. [70 O.S., Section 1-109]

(j) If a school district determines that it is necessary to deviate from the required 6 hour school day because of severe weather conditions or fire, the administrator should report this, in writing, to the State Department of Education, Accreditation Section, within 72 hours. Any loss of school time shall require the superintendent to report the amount of time lost and the procedures to be used to make up the lost time.

(k) Schools shall obtain permission from the State Board of Education before conducting Saturday classes to complete a standard school term including professional days. [70 O.S., Section 1-112]

# Oklahoma Congressional Districts 2012 - 2020 Elections



## LEGEND

Congressional Districts

- 1
- 2
- 3
- 4
- 5
- Counties



0 25 50 100 Miles



OKLAHOMA STATE DEPARTMENT OF EDUCATION

Deregulation/Statutory Waiver Application Worksheet

\*\* SCHOOL YEAR 2015-2016\*\*\*\*

**Superintendent:** Max Roland  
**District Name:** Wapanucka  
**School Name:** Wapanucka  
**RAO:** Ryan Pieper  
**O.A.C. Number:** 210:35-3-46 – Superintendent serve as Principal  
**Statute Number:**

**County:** Johnston  
**Date Received:** August 24, 2015

**Date of Application:**  
**Statute Number:**

	Yes	No	NA	Need
Correct Form:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Correct Standard Stated:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Principal's Signature:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Superintendent's Signature:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board President's Signature:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notary with Seal:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equivalency/Letter of Explanation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bell Schedule:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School Calendar:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract(Library/Counseling):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Focus, Priority, Targeted Intervention school-**

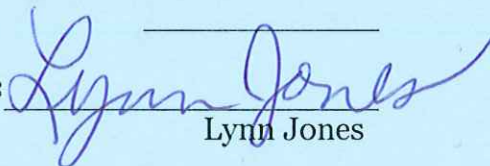
**Enrollment**

High School	62
Middle/Junior High School	0
Elementary School	172
<b>Total Enrollment</b>	<b>234</b>

**Description:** Requesting waiver to allow Superintendent to serve as Superintendent, as well as Elem. and High School Principal

**Board Month:** Sept. 2015

**Approval:**

  
 Lynn Jones

Abbreviated Day/COOP  
 Approved via e-mail(attached) ☐

**Project Year:** 1 of 1  
**School Year:** 2015-2016  
**Timeline:**  
**CC:**

**Superintendent**  
**Principal**

**Notification**

will attend  
 will attend

OKLAHOMA STATE DEPARTMENT OF EDUCATION

ACCREDITATION DIVISION  
2500 North Lincoln Boulevard, Suite 210  
Oklahoma City, Oklahoma 73105-4599  
(405) 521-3333

SCHOOL SITE STATUTORY WAIVER/EXEMPTION APPLICATION  
FOR 20 15 - 20 16 SCHOOL YEAR

Name of Site(s): Wapanucka Elem. - 105  
Wapanucka HS - 705

Name of School District: Wapanucka

Signature of Principal(s):\* \_\_\_\_\_ Date 7-21-15

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

Signature of Superintendent:\* \_\_\_\_\_

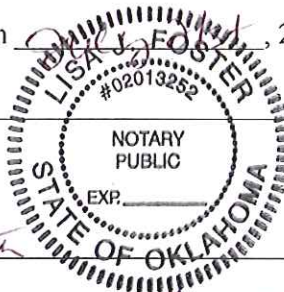
County Name: Johnston

I hereby certify that this deregulation application was approved by our  
local board of education at the meeting on July 15, 2015.

Jeff Baxter  
Signature of Board President\*

Notary: Lisa J. Foster

Date: 7-21-15 My Commission Expires 8-27-15



**SDE USE ONLY**

PROJECT YEARS

\_\_\_\_\_ of \_\_\_\_\_

**ENROLLMENT**

High School \_\_\_\_\_

Jr./Middle High \_\_\_\_\_

Elementary \_\_\_\_\_

District Total \_\_\_\_\_

Date Received \_\_\_\_\_

70 O.S. \_\_\_\_\_

1. **Statement of the Statute to be Waived:** (specify statutory citation)  
OAC 210:35-3-46 Superintendent, Elementary & Secondary Principal

\*Original signatures are required.

RECEIVED  
ACCREDITATION  
JUL 23 2015  
STATE DEPT. OF EDUCATION