



Our Mission: The Alternative Education Department of the Office of Student Support partners with each Alternative Education program in Oklahoma to provide guidance and support to satisfy the 16 Alternative Education criteria. This guidance includes (but is not limited to) evaluation of criteria evidence, providing support through our multi-tiered system of support (MTSS), engaging in professional development, conducting site visits and criteria audits, etc.

Beginning FY23, the Alternative Education Department will make changes to the evaluation and audit process of programs. Our goal is to move from one of predominantly evaluation to one more focused on guidance, support, and evaluation. With this in mind, we have changed the processes for programs to acquire funding for an Alternative Education program and the on-site audit. The new process is fully compliant with [HB 2520](#), the current legislation involving Alternative Education.

The new process will include:

- ◇ Each year, all districts will submit evidence of adherence to the 16 criteria in digital folders.
 - Districts must email their field specialist to request access to their digital folders.
 - Completion of the digital folders is due Sept. 1 each year.
- ◇ During **even** years, programs in even regions will have an on-site audit by an Alternative Education field specialist. During this visit an Alternative Education support rubric will be completed. This rubric will help us determine the criteria areas in which the school is highly effective, effective, or in needs of improvement.
- ◇ During **odd** years, programs in odd regions will have an on-site audit by an Alternative Education field specialist. During this visit an Alternative Education support rubric will be completed. This rubric will help us determine the criteria areas in which the school is highly effective, effective, or in needs of improvement.
- ◇ Support will be provided to programs in their areas needing improvement. Programs can also reach out to their Alternative Education field specialist to request specific assistance.

If you have any questions, please reach out to your Alternative Education field specialist:

- | | | |
|---|--|----------------|
| ▪ Missy Corn (Regions 1, 2, and 3) | missy.corn@sde.ok.gov | (405) 831-1242 |
| ▪ Leslie Frazier (Regions 5, 6, and 7) | leslie.frazier@sde.ok.gov | (405) 570-5994 |
| ▪ Michelle Butler (Regions 4, 8, 9, and 10) | michelle.butler@sde.ok.gov | (405) 397-9783 |

Link to [Alternative Education Regions Map](#)

To make sure programs meet all deadlines for funding and form completion, please adhere to these timelines:

Due Dates:

April 1 – Oct 1

⇒ **Statutory Waiver/Deregulation Application**

- Application when a public school wants to serve fewer than 10 students in the Alternative Education Program instead of Co-oping with another district.
- Applications will be accepted from April 1 – October 1 and should be submitted to the OSDE Accreditation Office.

⇒ **Statutory Waiver/Deregulation Application for Abbreviated Day Deregulation**

- Application for an Alternative School to operate with abbreviated hours, less than four hours and 12 minutes of instruction per day, five days a week, or 756 hours per year.
- Application must include a schedule of hours of instruction and number of days taught per week.
- Applications will be accepted from April 1 – October 1 and should be submitted to the OSDE Accreditation Office.

May 1

- ⇒ E-mail your Alternative Education Specialist to access your district's 16 Google folders so you may begin uploading your criteria evidence.

June 30

⇒ **Districtwide Student Needs Assessment**

- Report is found in Single Sign-On and opens May 1st.
- Includes data from the entire district not just Alternative Education.

⇒ **End of Year Data Report**

- This is an electronic form survey.
- Look for the link to the survey in the May Alternative Education Newsletter.

August – September

⇒ **Regional Meetings**

- 5 different locations around the state

September 1

- ⇒ **Annual Estimated Budget**
 - This form is embedded into the Alternative Education Implementation Plan.
- ⇒ **Authorization to Pay Form**
- ⇒ **Alternative Education Implementation Plan**
 - District must certify their Districtwide Student Needs Assessment before this report will open for completion on August 1st.
 - This form can be found on [Single Sign-on](#).
- ⇒ **Digital Evidence Criteria Review Upload**
 - E-mail your Alternative Education Specialist to access your district's 16 Google folders after May 1.
 - You will be permitted to use previous year's data for some, but not all, of the criteria.
 - Current year data should be used for criteria 1, 4, 8, 9, 10, 11, & 14.
 - Current and/or previous year's data can be used for criteria 2, 3, 5, 6, 7, 8, 12, 13, 15, & 16.
 - Label documents according to the FY (fiscal year). Also be sure to label each document with the appropriate criteria number and letter.

October 1

- ⇒ **Teaching Out of Certification Exemption**
 - These forms should be sent to your Alternative Education specialist for review and approval.
 - Upload a copy of the approved forms to your Criteria 4 digital folder.

October 1 – April 30

- ⇒ **On-site audits**
 - During **even** fiscal years, programs in even regions will have an on-site audit by an Alternative Education specialist.
 - During **odd** fiscal years, programs in odd regions will have an on-site audit by an Alternative Education specialist.

Failure to meet the September 1 deadlines will result in non-funding of a district's Alternative Education program.