



# CORONAVIRUS/COVID-19 WAIVERS AND ASSURANCES

This template is an example that may be used for the submission of the request for waivers granted by the State Board of Education at its March 25, 2020, special meeting. Note that the Oklahoma State Department of Education (OSDE) will accept, process and approve the waivers authorized by the State Board. Please submit completed and signed assurances to [Marley.Billingsley@sde.ok.gov](mailto:Marley.Billingsley@sde.ok.gov). The OSDE intends to respond within two business days to a local educational agency that follows the example and provides all necessary information in an accessible way.

The Honorable Joy Hofmeister  
State Superintendent of Public Instruction  
Chair, State Board of Education  
2500 North Lincoln Boulevard  
Oklahoma City, OK 73105

Dear Superintendent Hofmeister,

**School District Name:** \_\_\_\_\_

**Superintendent Name:** \_\_\_\_\_

**Board President Name:** \_\_\_\_\_

I am writing to request a waiver, pursuant to the First Amended Order of the State Board of Education. In seeking these waivers, I assure that:

1. \_\_\_\_\_ will comply with the Order of the State Board of Education and any Executive Order of the Office of Governor.
2. \_\_\_\_\_ will develop and implement a distance learning plan for the remainder of the 2019-20 school year (ending on or after May 8, 2020);
  - i. \_\_\_\_\_ will review the OSDE Distance Learning Resources in developing its plan.
  - ii. Please attach a brief (1-3 paragraphs) description of \_\_\_\_\_'s distance learning plan for each grade level and attach the brief description to this document.
3. \_\_\_\_\_ will evaluate, monitor the effectiveness and modify the distance learning plan as deemed necessary;
4. \_\_\_\_\_ will pay all current hourly employees during the balance of the 2019-20 school year based on a plan developed and approved by the local board of education and consistent with guidance from state or federal authorities;



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5. \_\_\_\_\_ will enroll all new students according to state statute and the school district’s enrollment policies and provide a distance learning plan for all new students for the duration of the 2019-20 school year.
  
6. \_\_\_\_\_ will comply with CDC guidelines to control the spread of the COVID-19 outbreak, including developing and applying a health and safety policy limiting the opportunity for students, staff and families to be in physical buildings and exposed to potential pathogens that could lead to illness.
  
7. \_\_\_\_\_ will comply with the Individuals with Disabilities Education Act, Part B, as amended, and Section 619 regulations, 34 CFR Part 300 and 301, guidance documents and supplemental fact sheet provided addressing COVID-19 in public schools, including:
  - i. March 12, 2020 - [Questions and Answers on Providing Services to Children with Disabilities During the Coronavirus Disease 2020 Outbreak](#)
  - ii. March 16, 2020 - [Fact Sheet: Addressing the Risk of COVID-19 in Schools While Protecting the Civil Rights of Students](#)
  - iii. March 21, 2020 - [Supplemental Fact Sheet Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools While Serving Children with Disabilities](#)
  
8. \_\_\_\_\_ will comply with the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, any implementing regulations thereto and guidance recently issued relating thereto, including:
  - i. March 12, 2020 - [FERPA & Coronavirus Disease 2019 \(COVID-19\) Frequently Asked Questions \(FAQs\)](#)
  - ii. March, 2020 - [FERPA & Virtual Learning](#)

Sincerely,

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**OKLAHOMA**  
Education