



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: February 25, 2021

SUBJECT: Lindsey Nicole Henry Scholarship

Texoma Autism and Behavior Intervention School (TABI) requests approval to participate in the Lindsey Nicole Henry (LNH) Scholarship for Students with Disabilities program. They are accredited through three highly regarded agencies recognized throughout the world. The North Central Association Commission on Accreditation and School Improvement (NCA CASI), the Northwest Accreditation Commission (NWAC), and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI).

TABI is a non-profit school for children on the autism spectrum which opened in 2018. Each student receives instruction based on their own social, behavioral and academic level with specialized individual curriculum and therapy. TABI's staff utilizes Applied Behavior Analysis (ABA) therapy. ABA can improve social, communication, and learning skills through positive reinforcement.

Included is compliance documentation that meets certain LNH criteria in the application.

- Criteria 1: Fiscal Soundness - Articles of Incorporation (Included are several pages from their Articles of Incorporation. The entire 13 pages are available upon request.)
- Criteria 2: Non-Discrimination – Parent/Student Handbook
- Criteria 3: Health and Safety – Parent/Student Handbook
- Criteria 4: Academic Accountability – Articles of Incorporation and Parent/Student Handbook
- Criteria 5: Teacher Requirements - Certification

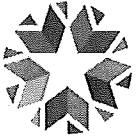


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- Criteria 6: State laws and disciplinary procedures – Parent/Student Handbook
- Criteria 7: Accreditation – Cognia accreditation memo

JH/se



Texoma Autism and Behavior Intervention School

PreK-8th

NAME OF PRIVATE SCHOOL

GRADE LEVELS

1501 9th Ave NW (PO Box 185 Ardmore, Ok. 73402) Ardmore

Oklahoma 73401

ADDRESS

CITY

STATE

ZIP

(580)300-3010

tabischool.com

PHONE NUMBER

WEBSITE ADDRESS

Rowlena Hartman

SUPERINTENDENT, HEADMASTER OR PRINCIPAL NAME

Rowlena Hartman

rohartman@tabischool.com

LNH CONTACT PERSON

CONTACT EMAIL

The Lindsey Nicole Henry (LNH) Scholarship Act requires, in part, that participating schools are located in Oklahoma and meet certain criteria prior to being approved. The school must provide supporting documentation that demonstrates compliance that will be reviewed by the State Board of Education (SBE) during the approval process. In many cases, the required documentation can be found in the school policies and/or school handbook.

The SBE shall approve a private school as eligible to participate in the scholarship program upon determination that the private school meets the following:

1. The private school must demonstrate fiscal soundness by having been in operation for one (1) year or providing the SBE with a statement by a certified public accountant confirming that the private school desiring to participate is insured and the owner or owners have sufficient capital or credit to operate the school for the upcoming year by serving the number of students anticipated with expected revenues from tuition and other sources that may be reasonably expected. In lieu of a statement, a surety bond or letter of credit for the amount equal to the scholarship funds for any quarter may be filed with the Oklahoma State Department of Education. ***Proof of compliance required.***
2. The private school must comply with the antidiscrimination provision of 42 U.S.C. § 2000d. ***Proof of compliance required.***
3. The private school must meet state and local health and safety laws and codes. ***Proof of compliance required.***
4. The private school must be academically accountable to the parent or legal guardian for meeting the educational needs of the student. ***Proof of compliance required.***

5. The private school must employ or contract with teachers who hold baccalaureate or higher degrees, or have at least three (3) years of teaching experience in public instruction in subjects taught. *Proof of compliance required. A statement or excerpt from the school policies or handbook stating the educational requirement for the teaching staff is acceptable documentation.*
6. The private school must comply with all state laws relating to general regulation of private schools and adhere to the tenets of all published disciplinary procedures prior to the expulsion of a scholarship student. *Proof of compliance required.*
7. The private school must meet the accreditation requirements set by the SBE or another accrediting association approved by the SBE. *Submit proof of accreditation and list accreditation information in the box below.*

Cognia, NCA, CASI, NWAC, SACS CASI

8. The private school must be able to provide services and/or accommodations for students with disabilities. *Please describe in detail the services, programs and support you offer to students with disabilities in the box below.*

Texoma Autism and Behavior Intervention School (TABI) is committed to meeting the social, behavioral and academic needs of each student. We acknowledge that each child has his/her own strengths and challenges which must be met with individualized curriculum, therapies and our no-fail policy. TABI staff are trained and dedicated to the goal of preparing students for an eventual and successful transition back into a public or private school setting in their home district in upcoming academic years. However, some students benefit from the opportunity to continue their education at TABI.

I verify that Texoma Autism and Behavior Intervention School complies with all the criteria listed
NAME OF PRIVATE SCHOOL

above and will provide documentation for each as proof. The information I have provided to the SBE is correct and complete to the best of my knowledge.

Revelena Hartman RN, M.Ed., BCBA
SIGNATURE

2/4/21
DATE

Complete application and required documents may be emailed to stacy.eden@sde.ok.gov.

Contact Stacy Eden at (405) 521-4876 for additional Lindsey Nicole Henry Scholarship information.

**Texoma Autism and Behavior
Intervention School
(TABI School)
Articles of Incorporation**

ARTICLE I. NAME OF ORGANIZATION

Texoma Autism and Behavior Intervention School

ARTICLE II. CORPORATE PURPOSE

Section 1. Nonprofit Purpose

This corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 2. Specific Purpose

Texoma Autism and Behavior Intervention School provides education of persons with special needs, autism, and behavioral issues in a home school environment. The service includes academic education modification and presentation with the incorporation of the principles of Applied Behavior Analysis.

The specific objectives and purpose of this school shall be:

- a. To provide education of persons with special needs, autism, and behavioral issues in a home school environment.
- b. To provide facilities, curriculum and instruction using assessment tools to determine academic placement/ability for each individual enrolled in school.
- c. To provide opportunities for individuals to participate in the homeschool environment at a modified level most advantageous for social and academic success.
- d. To prepare student for public or private school readiness.

ARTICLE III. MEMBERSHIP

The membership of the corporation shall consist of the members of the Board of Directors.

Section 5. Non-voting Membership

The board shall have the authority to establish and define non-voting categories of membership.

ARTICLE IV. MEETINGS OF MEMBERS

action, suit, or proceeding, if authorized by the Board of Directors, upon receipt of an undertaking by or on behalf of the indemnitee to repay such amount if it shall ultimately be determined that such indemnitee is not entitled to be indemnified hereunder.

Section 3. Insurance

The corporation may purchase and maintain insurance on behalf of any person who is or was a member, director, officer, employee, or agent against any liability asserted against such person and incurred by such person in any such capacity or arising out of such person's status as such, whether or not the corporation would have the power or obligation to indemnify such person against such liability under this Article.

ARTICLE XI. BOOKS AND RECORDS

The corporation shall keep complete books and records of account and minutes of the proceedings of the Board of Directors.

ARTICLE XII. AMENDMENTS

Section 1. Articles of Incorporation

The Articles may be amended in any manner at any regular or special meeting of the Board of Directors, provided that specific written notice of the proposed amendment of the Articles setting forth the proposed amendment or a summary of the changes to be effected thereby shall be given to each director at least three days in advance of such a meeting if delivered personally, by facsimile, or by e-mail or at least five days if delivered by mail. As required by the Articles, any amendment to Article III or Article VI of the Articles shall require the affirmative vote of all directors then in office. All other amendments of the Articles shall require the affirmative vote of an absolute majority of directors then in office.

Section 2. Bylaws

The Board of Directors may amend these Bylaws by majority vote at any regular or special meeting. Written notice setting forth the proposed amendment or summary of the changes to be effected thereby shall be given to each director within the time and the manner provided for the giving of notice of meetings of directors.

ADOPTION OF BYLAWS

We, the undersigned, are all of the initial directors or incorporators of this corporation, and we consent to, and hereby do, adopt the foregoing Bylaws, consisting of the ## preceding pages, as the Bylaws of this corporation.

Criteria 1: Fiscal Soundness

ADOPTED AND APPROVED by the Board of Directors on this 22 day of October, 20 17.

Rowlena Duncan Hartman

Rowlena Duncan Hartman, President-Texoma Autism and Behavior Intervention School

Beth Willis

ATTEST: Beth Willis, Treasurer- Texoma Autism and Behavior Intervention School

STATEMENT OF ANTIDISCRIMINATION PROVISION

Texoma Autism & Behavior Intervention School complies with the antidiscrimination provision of 42 U.S.C. § 2000d, which incorporates Executive Order 13160 (2000) and prohibits discrimination on the following bases: Race; Sex; Color; National origin; Disability; Religion; Age (except as appropriate in a common education context); Sexual orientation; and Status as a parent.

Criteria 3: Health & Safety

that you do not publish
you to share them with
appropriately on our v

#3
Proof of
Compliance

include other children. We would like
with our students and use them

Volunteer Opportunities

We love volunteers. All are required to have a background check and a simple orientation of our classroom procedures and expectations of our students.

Health & Safety

Nursing and Health

TABI School has a registered nurse that is onsite most days. Mrs. Rowlena Hartman serves in several capacities for TABI. Her licensure is available to view upon request. Mrs. Hartman also provides Healthy Habits training for all of our students.

TABI also ensures that 2-3 personnel are trained in CPR on a continuous cycle. All personnel are trained on bloodborne pathogens each year using the online training program available. Training certificates are kept on file.

(State Regulation 210:35-3-107).

Health Checks

The health of your children is paramount. We regularly observe your children for obvious changes in behavior and how they are feeling. We will specifically watch for breathing difficulties, severe coughing, discharge from the nose or eyes, changes in skin color, bruising or swelling, cuts, sores or rashes and fevers. We will record our findings and speak with you about any concerns. Please inform us of any changes of sleep, eating, drinking, toileting habits, mood and behaviors at home. The school maintains first aid supplies in the office and each classroom for minor injuries. When the school cannot safely handle a student's illness, parents / guardians are contacted immediately. Student records must be kept up-to-date with current telephone numbers for home, work places, physicians and other emergency numbers. Parents / guardians, please notify TABI School of any changes that occur throughout the year.

Criteria 3: Health & Safety

and parents during the hours of 7:00 a.m. to 4:00 p.m., during the school session, or when class or any program established for students is in session.

Safety and Emergency Preparedness

A wide range of emergencies may occur including weather related events, such as a tornado, as well as gas/chemical leaks, bomb threats or explosions, and hostile situations, such as an intruder with a gun or hostage situation. Considering each situation, we, at TABI School, have developed procedures for each threat. The detailed plan can be found in a binder in the school classroom.

Fire Drills

Fire drills will be conducted a minimum of once per month. Due to the nature of some of our students, we will practice some “planned” drills to get the children accustomed to the expectations before an “unexpected” drill is performed.

Tornado drills are conducted early each spring.

Other Emergencies

In case of need for evacuation TABI School will take children to the Love County Sheriff's Department. It is imperative that you keep your contact information up to date. We will take your child's enrollment information with us when we evacuate the building

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ARTICLE IV. MEETINGS OF MEMBERS

Section 1. Regular Meetings

Regular meetings of the members shall be held at least quarterly, at a time and place designated by the chair.

Section 2. Annual Meetings

Criteria 4: Academically Accountable

The following are prohibited:

Exposed undergarments,

Bared midriff,

Offensive images or wording

Potty-training

For those students who are not potty-trained, TABI requests that you send pull-ups and additional clothes as we will begin the potty-training process when it is ascertained the child is ready. Once potty training has begun at school or home it is expected that both venues participate fully in the protocol chosen for that student. A hand-out of the protocol implemented by TABI will be given to the child's caregiver and the caregiver will be trained on the technique.

* **Grades and Progress Reports**

There will be a no formal report card as no grades will be awarded.

A quarterly progress report will be sent home to show progress towards grade level goals.

It is our policy to keep our parents informed as to how their students are doing through regular oral and written communication. Your student will have a binder that will go home at the end of each day. It will have the work they have accomplished along with any extra communication. Please return the folder daily.

* **Parent / Teacher Conference**

Conferences are always available. A minimum of a 24-hour notice is appreciated for scheduling. We will have a formal open house once per semester to speak with your student's teacher about his/her progress. For any additional conferences with your teacher or TABI School, please contact the director to make an appointment. If you have any questions about or concerns about policies and procedures, the director is available by appointment. We have also posted how to contact CPS abuse hotline and all necessary emergency contact phone numbers.

Student Drop-Off/Pickup

All students will be signed in and out at the beginning and end of each day. Only persons authorized in writing will be allowed to pick up your student and ID will need to be presented.

Arizona State University

The Arizona Board of Regents

by virtue of the authority vested in it by law and

on recommendation of the University Faculty does hereby confer on

Roulens Murray Hartman

whom has satisfactorily completed the Studies prescribed therein

the Degree of

Master of Education

Curriculum and Instruction

in the

State Normal Teachers College

with all the Rights, Privileges and Honors thereto appertaining

this twentieth day of December, two thousand and sixteen.

Angela L. J. J. J.
Governor of Arizona

Bryce Patterson
Chair of the Board



Michael Lee
President of the University

Behavior Analyst Certification Board®

This certificate verifies that

Roulena Jo Hartman

BACB® Certification Number: 1-20-44379

Has fulfilled the requirements for certification as a

Board Certified Behavior Analyst®

BCBA®

This certificate is a grant of a limited license to use the certification name and acronym identified above, along with all rights and privileges thereof subject to the Terms of Use and certification requirements identified at bacb.com. This certificate is the property of the Behavior Analyst Certification Board, Inc. (BACB®). © 2019 BACB. All rights reserved.

Date First Certified: 8/31/2020

Date of Issue: 8/31/2020

Recertification Date: 8/31/2022

Bradley Taylor

President, Board of Directors

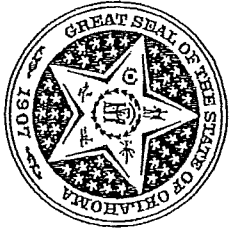


James E. ...

Chief Executive Officer

Criteria 5: Teacher Requirements

OKLAHOMA STATE



DEPARTMENT of EDUCATION

Cert#0775244

TEACHING CERTIFICATE

The State Board of Education certifies and authorizes

Lindsey J. Cram

to serve in the accredited schools of Oklahoma as indicated below.

Description	Level	Valid From	Valid To
MILD-MODERATE DISABILITIES	PK-12	5/1/2018	6/30/2023
MID-LEVEL ENGLISH	5-8	5/1/2018	6/30/2023
PSYCHOLOGY/SOCIOLOGY	5-12	5/1/2018	6/30/2023
*****NO ENTRIES BELOW THIS LINE*****			

#5
Proof of
compliance

Teacher #: 433911

Print Date: 6/1/2018

Degree: Bachelor's

Class of Certification: Standard

Certification Background Clearance: 1/16/2018

[Signature]
State Superintendent of Public Instruction

Criteria 6: State Laws & Disciplinary Procedures

Student Expulsion

Texoma Autism and Behavior Intervention School serves an unique population of students and suspension or expulsion of a student is rare..

- A suspension can only last for **up to ten days**.
- An expulsion can last for **up to one year**.

If someone from the school thinks your child broke a serious school rule, they can ask the director to expel your child. In this case, the school will send you notice with a date for an expulsion hearing.

At the hearing, someone (called a *decision-maker*) will decide if the child will be expelled. The decision-maker will usually be

- a neutral person from the community who doesn't work for the school, or
- a neutral *hearing board* of three or more members of the Board of Directors.

The decision to expel will be based on statements and reports from

- the school,
- the student, and
- witnesses who saw what happened.

A witness can be

- someone who saw what happened, or
- someone who knows your child well and can talk about your child's academic and disciplinary history.

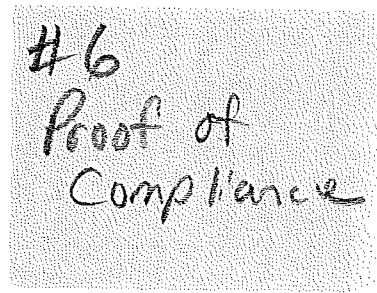
Students in PreK through second grade (PreK-2) can only be expelled for very limited reasons (for example, having certain dangerous weapons or selling illegal drugs).

Students in grades PreK-8th **must** be referred for expulsion if they

- had a weapon on school grounds or at a school activity,
- used a weapon to commit a crime on or off school grounds, or
- sold (or tried to sell) illegal drugs on or off school grounds.

Students in grades 3-8th **might** be referred for expulsion if they

- broke a school rule on school grounds or at a school activity,
- were disruptive or put someone in danger on school grounds or at a school activity, or



#6
Proof of
Compliance

Criteria 6: State Laws & Disciplinary Procedures

- broke a school rule off school grounds in a way that prevents other students from learning.

Students PreK-8th grade who are exhibiting behaviors or academic difficulties that are felt to be beyond the scope, training, ability, and experience of TABI staff, may be referred for transfer to a facility/school that may more appropriately meet their needs. A conference with parents/guardians, TABI staff, (and student, if applicable) will be held to discuss options and explore resources.

Criteria 6: State Laws & Disciplinary Procedures

Texoma Autism and Behavior Intervention School Discipline Policy

When a student misbehaves:

1. Repeat the instructions and redirect.

If the student does not comply:

2. Repeat the instruction with the consequence

If the student still does not comply:

3. Administer consequence. If behavior is still disruptive after #1:

A. Bring student to sit with the TABI Director / designee.

B. Behavior Analyst will refer to behavior plan and inform parent of incident at Pick-up time.

Consequences:

1. Time-out (Sit on a chair separated from the activity of the students in the classroom.)
2. During a "fun" activity or field trip time, the student will watch and not participate for a designated period of time: 3–8 minutes based on age (or social age).
3. Any additional consequences may be added to your student's behavior plan after a discussion with the student's teacher or the school director.

At no time will corporal punishment be sanctioned or utilized at Texoma Autism and Behavior Intervention School.

In the event of behavior requiring direct physical intervention, certified staff will utilize concepts of training through Behavior Development Solutions (QBS)

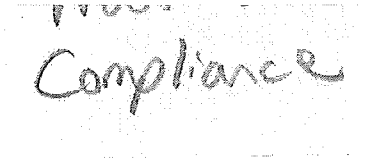
Employee/Volunteer Signature

Date

Criteria 7: Accreditation

November 5, 2020

Texoma Autism and Behavior Intervention School
7485 Sunshine Lane
Marietta, Oklahoma 73448



Dear Administrator:

Congratulations! Texoma Autism and Behavior Intervention School has been awarded accreditation by the North Central Association Commission on Accreditation and School Improvement (NCA CASI), the Northwest Accreditation Commission (NWAC) and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI). The three listed regional agencies provide your institution with a highly regarded accreditation that is recognized throughout the world.

The accreditation action was approved by the Cognia™ Global Commission at its meeting on October 30, 2020.

A certificate that indicates the term of your institution's accreditation is enclosed. Throughout this term of accreditation, 2 - Central Territory must continue to engage in the responsibilities required of all institutions to maintain accreditation status as outlined in the *Cognia Accreditation and Certification Policies and Procedures* available at <https://www.cognia.org/wp-content/uploads/2020/05/Accreditation-and-Certification-Policies.pdf>.

As an accredited institution, you are part of the Cognia global network: more than 36,000 schools and systems in 85 countries that are committed to continuous improvement through accreditation. Our state, national, and global offices offer a wide range of resources and services dedicated to institutional improvement. We would be happy to provide you with more information.

To help you announce and celebrate your accreditation, we are providing you with a press release that you may share with your local media. You can access the press release by visiting cognia.org/communicationskit. In the kit, you also will find brochures, accreditation seals, and other promotional items to display your pride in your institution's accreditation and your commitment to continuous improvement.

If you have questions regarding the enclosed certificate, e-mail us at accreditation-certificates@cognia.org. Staff members at our Cognia Accreditation and Certification offices can also answer any questions you may have and can be reached at +1.678.392.2285 or accreditationservices@cognia.org.

We look forward to serving you now and in the future.

Sincerely,

A handwritten signature in cursive script that reads "Annette Bohling".

Annette Bohling, J.D.
Chief Global Accreditation Officer