



---

## STATUTORY WAIVER/DEREGULATION APPLICATION INSTRUCTIONS

(Oklahoma Deregulation Act, 70 O.S. § 3-124, et seq.)

### Accreditation Standards Division

2500 North Lincoln Boulevard, Suite 210 • Oklahoma City, Oklahoma 73105-4599

---

Statutory Waivers/Deregulations for the next year will be accepted from April 1 through October 1, with the following exceptions:

- Resignation of staff causing changes in library media service requirements after October 1.

Other waivers/deregulations such as teachers attending school to obtain library media specialist certificates, alternative school abbreviated days, and waivers of alternative school coop agreements, should all be decided and applied for by October 1st of the current school year.

*(For submission of a Statutory Waiver/Deregulation after October 1, call Accreditation, (405) 521-3335.)*

**NOTE: Beginning July 1, 2018, waivers and deregulations can be requested for three years.** *(Library Media Specialist Certificate Exemption must provide proof of enrollment for the applicant every year. Library Media Services must provide a schedule of operation every year.)*

If you need technical assistance, please discuss the application with the Accreditation Division, (405) 521-3335.

### Preparing the Statutory Waiver/Deregulation

- 1 **Submit a cover letter on school letterhead**, with the superintendent's signature, with a brief explanation of the request for a statutory waiver/deregulation.
- 2 Complete entire cover page.
  - Original signatures of the Superintendent, Principals, Board President and notary with a stamp/seal are required.
  - Cite the statute/OAC number in Title 70 or the Oklahoma Administrative Code to be waived (See below).
  - **The questionnaire following the cover sheet must be answered in order to process the application.**
  - **For Library Media Specialist** (obtaining an LMS degree & certification): Applicant must include a letter of intent to obtain the degree and certificate along with proof of enrollment in class(es) at a qualified university/college for the area of study.
  - **For Library Media Specialist** (seeking to obtain certification with any master's degree): Applicant must include a letter of intent to obtain certification and documentation of the master's degree with a transcript and/or a diploma from a qualified university/college.
  - **For adjunct teacher waivers:** Application must include board minutes approving the teacher as an adjunct (For those teaching more than three hours per day, 270 hours per semester).
  - **For abbreviated day deregulation:** Application must include a schedule of hours of instruction and numbers of days taught per week.
  - **For library media services deregulation:** Application must include a schedule of operation for the library, hours the library is open and a list of who is scheduled to cover those hours.

3 A Statutory Waiver/Deregulation can be requested for the following statutes and Oklahoma Administrative Codes:

### **STATUTORY WAIVERS**

- 70 O.S. § 1-112 - **Saturday School**
- 70 O.S. § 6-122.3 - **Adjunct Teachers** - teaching for more than three hours a day or 270 clock hours per semester.
- 70 O.S. § 3-126 - **Library Media Specialist/waive certification only** - teacher attending college/university to obtain Library Media Specialist certification.
- 70 O.S. § 1210.568 - **COOP Agreement** - When a public school wants to serve fewer than 10 students in the alt ed program instead of COOPing with other districts.

**NOTE: Statute 70 O.S. § 1-111 - Two Instructional Days in a 24 Hour Period (Parent Teacher Conference) and 70 O.S. § 1-109 - Extended/Flexible Day no longer requires a statutory waiver.**

### **DEREGULATIONS**

- OAC 210:35-5-71 - **Library Media Services Elementary School** - School is changing the standard of library services for their size school.
- OAC 210:35-7-61 - **Library Media Services Middle School** - School is changing the standard of library services for their size school.
- OAC 210:35-9-71 - **Library Media Services Secondary School** - School is changing the standard of library services for their size school.
- OAC 210:35-29-2 - **Abbreviated Day Alternative Education** - Use both citations 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.
- OAC 210:35-3-46 - **Superintendent, Elementary & Secondary Principal certificate** - serve as High School and Elementary School Principal with a school enrollment more than 500 (requires a dereg.)

**NOTE: OAC 210:35-5-42 & 210:35-9-43 - Planning Period Deregulations, no longer requires a deregulation.**

In addition, the **School District Empowerment Program**, 70 O.S. § 3-129.11, allows a local school district to request to the State Board of Education an exemption from all statutory requirements and State Board of Education rules from which charter schools are currently exempt.

# SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

for 20 \_\_\_\_\_ – 20 \_\_\_\_\_ school year

COUNTY \_\_\_\_\_ SCHOOL DISTRICT \_\_\_\_\_

SCHOOL DISTRICT MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

NAME OF SITE \_\_\_\_\_

PRINCIPAL SIGNATURE\* \_\_\_\_\_ DATE \_\_\_\_\_

PRINCIPAL SIGNATURE\* \_\_\_\_\_ DATE \_\_\_\_\_

PRINCIPAL SIGNATURE\* \_\_\_\_\_ DATE \_\_\_\_\_

SUPERINTENDENT NAME (PLEASE PRINT) \_\_\_\_\_

SUPERINTENDENT E-MAIL ADDRESS \_\_\_\_\_

SUPERINTENDENT SIGNATURE\* \_\_\_\_\_ DATE \_\_\_\_\_

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on \_\_\_\_\_, 20 \_\_\_\_\_

BOARD PRESIDENT SIGNATURE\* \_\_\_\_\_

## NOTARY SEAL →

NOTARY \_\_\_\_\_ DATE \_\_\_\_\_

COMMISSION EXPIRATION DATE \_\_\_\_\_

**Statute/Oklahoma Administrative Code to be Waived:**  
(specify statute or OAC (deregulation) number: (see instructions))

\*Original signatures are required. The attached questionnaire must be answered to process.\*\*

### THE WAIVER/DEREGULATION IS REQUESTED FOR:

\_\_\_\_\_ One Year Only

\_\_\_\_\_ Three Years\*

\*Please see instruction page for additional requirements for a three year request

### SDE USE ONLY

#### PROJECT YEARS

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

#### ENROLLMENT

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

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

\_\_\_\_\_ Elementary

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

DATE RECEIVED \_\_\_\_\_

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

OAC \_\_\_\_\_

NAME OF WAIVER \_\_\_\_\_

A. Reason for the Waiver request. Please include circumstances which necessitate hiring a non certified library media specialist. What alternative means will be employed if your waiver is denied? Where is the applicant as it pertains to their pursuit of their course of study? What percentage of your student population will benefit from the waiver if approved?

B. List alternate strategies/plans which the district/site proposes. How does this plan best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement? Please list any negative impact if the waiver were to be denied.

C. Educational impact to the district: Results of the Statutory Waiver/Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district.

D. Timeline: Please submit class schedule, calendars, assessment forms and other attachments as necessary.

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation? If positive please describe where the available would be reallocated.

F. Describe method of assessment or evaluation of effectiveness of the plan both for staff and students, I.E., TLE, ACT scores, graduation rates, RSA, School Report Card, etc.

\*\* You will be contacted if more information is needed to process this request.