



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: June 27, 2019

SUBJECT: Deregulation for Library Media Specialist Certificate Exemption

The following school is requesting exemption from library media certification requirements pursuant to 70 O.S. § 3-126 for the 2019-2020 school year. A certified teacher will be used as the librarian while pursuing library media certification. Approval is recommended.

County	District	Waiver Year	Student Served
LeFlore	Monroe	1	99
Oklahoma	Edmond (Sunset ES)	4	25281
Oklahoma	Edmond (North HS)	4	25281
Oklahoma	Oklahoma City	4	44138
3 Years			
Logan	Guthrie	2	3417

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

Ab
Attachment

Section 42.8. Requirements for Exemption.

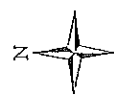
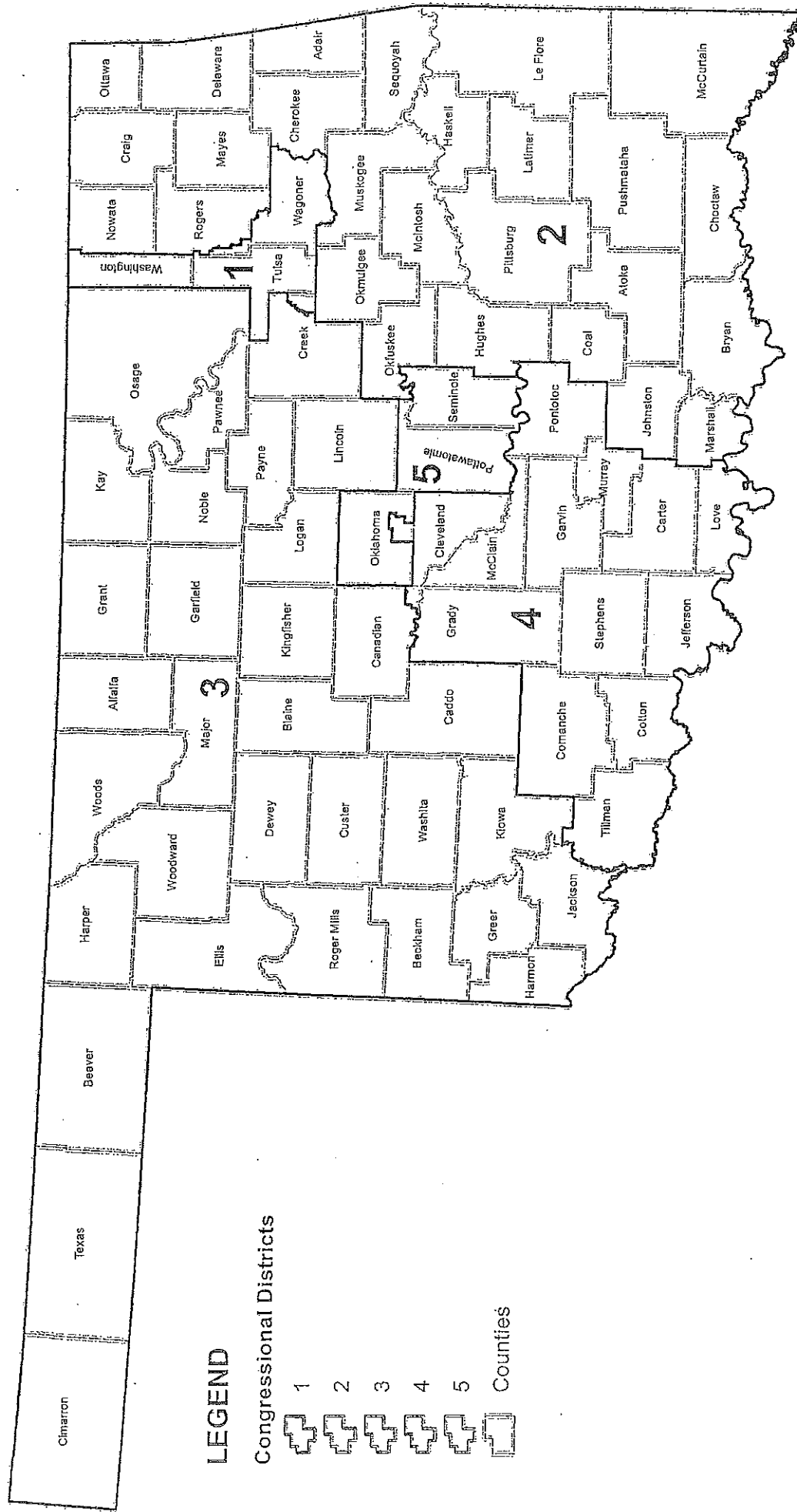
A. A school district may develop an educational improvement plan which includes exemption for the educational-related statutory requirements set forth in subsections C of this section and State Board of Education rules for the school district, a school site or any program, grade level, consortium of schools or school districts or other group within the school district. The board of education of the school district shall, through adoption of a resolution, approve the plan prior to application being made to the State board of Education.

B. Each educational improvement plan approved by the State Board of Education shall include the following components:

1. A description of the educational benefits to be derived;
2. A definition of the standards of the plan;
3. Development of definitive work products, such as site improvement plans and progress reports;
4. Demonstration of collaboration by teachers, administrators, higher education representatives, students, parents/families, and the community;
5. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan;
6. Development of an in-service training plan to be provided to personnel at the site who will participate in the project;
7. Report on the results of the plan to the State Board of Education and provision of appropriate technical assistance to other school districts and the State Department of Education as required; and
8. Explanation of how the plan will affect other schools, program or sites in the district.

C. Each educational improvement plan shall include a list of the specific educational-related statutory requirements and State Board of Education rules the school district is requesting an exemption from and why each exemption is necessary to success of the plan. The school district shall not be granted an exemption from federal educational-related requirements. A school district may request an exemption from any statutory requirement or State Board of Education rule not related to bilingual and special education programs, health and safety provisions, school finance, State Aid, pupil formula weights, teacher salary and teacher retirement, the Oklahoma School Testing Program, the Oklahoma Educational Indicators Program and the teacher preparation, examination, licensure, certification, residency and professional development system. The State Board of Education may grant district-wide exemptions from certification requirements for Library Media Specialist to districts experiencing a shortage in this area. The State Board of Education may grant an exemption from certification requirements for superintendents to any district with an unweighted average daily membership over twenty-five thousand (25,000). (70-3-126)

Oklahoma Congressional Districts 2012 - 2020 Elections



N 0 25 50 100 Miles

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 - 20 20 school year

LEFLORE

COUNTY

MONROE PUBLIC SCHOOL

SCHOOL DISTRICT

PO BOX 10

SCHOOL DISTRICT MAILING ADDRESS

Monroe

CITY

74947

ZIP CODE

MONROE PUBLIC SCHOOL

NAME OF SITE

Karen LaRosa
PRINCIPAL SIGNATURE*

04/23/2019

DATE

RECEIVED MAY 17 2019

PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

DATE

Karen LaRosa

SUPERINTENDENT NAME (PLEASE PRINT)

klarosa@monroe-school.org

SUPERINTENDENT E-MAIL ADDRESS

Karen LaRosa
SUPERINTENDENT SIGNATURE*

04/23/2019

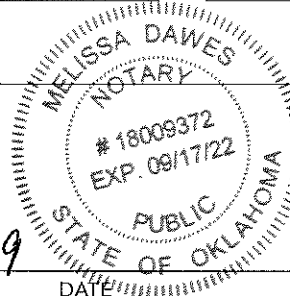
DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on May 14, 20 19

Joe Hemphill
BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

Melissa Dawes
NOTARY



DATE

9/17/2022
COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived: 70 O.S. § 3-126
(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

1 of 1

ENROLLMENT

☐ High School

☐ Jr./Middle High

☐ Elementary

99 District Total

5-17-2019

DATE RECEIVED

70 O.S. 3-126

OAC

Library Media Spec.
NAME OF WAIVER

A. Reason for the waiver/deregulation request (be specific).

Our Library Media Specialist is retiring and her position will need to be filled. At this time, we have a certified elementary teacher that is eager to join our team and fulfill all the LMS duties.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Strategies/Plans for Library Media program include: a Literacy Lab for Early Childhood classes and a Library Media Course for Elementary classes that will implement technology skills and researches.

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.

The Early Childhood Literacy Lab focuses on the following objectives: phonemic awareness, oral reading fluency, and writing. Teaching methods will include letter tiles, peer reading, independent reading, and computer lessons.

The Elementary Library Media Course instruction will include the following: Google presentations, Research projects, creative writing assignments, discussions over topics addressed through literature, and reading comprehension.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

Attached: class schedule and school calendar

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

No financial impact to the district for the proposed waiver/deregulation. It will however allow us to continue our program school-wide without interrupting our literacy program.

F. Describe method of assessment or evaluation of effectiveness of the plan.

Early Childhood Literacy Lab evaluation tools include:

- * Early Literacy Test proctored beginning, mid, and end of year.
- * Five Dolch Sight Word List Assessments
- * STAR Literacy Test (1st - 3rd grades) Beginning, Mid, End of Year
- * DIBELS Testing

Library Media Course Evaluation Tools include:

- * STAR Testing
- *DIBELS Testing
- *Achievement Testing

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

To Whom it May Concern:

April 15, 2019

I would like to present my application for a statutory waiver pertaining to the Library Media Specialist position at Monroe Public School. I am confident that my work in the field of education and my enthusiasm for integrating technology and informational literacy into the curriculum will make me a valuable member of their team.

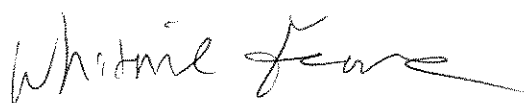
My experiences have prepared me for this position, demonstrating my literacy, educational technology, communication and leadership skills. Most notably, are hands-on teaching experiences, including a full-time teaching position in early childhood education with a Master's degree in counseling.

In addition to my teaching skills, I have a background in public relations, specifically my work with our youth and their families in our surrounding area with River Valley Counselling Services; I learned the value of teamwork, time management, patience and flexibility – all valuable skills I will use when working with the team of teachers to encourage student innovation. I am passionate about instilling a love for reading and learning. I am excited for this new journey in my career and will be dedicated in pursuing continued professional development to further my knowledge and understanding.

I welcome any questions to discuss how my experience and enthusiasm will benefit Monroe Public School and the new Library Media Specialist position. Thank you for your consideration.

Sincerely,

WHITNIE EVANS

A handwritten signature in cursive script, reading "Whitnie Evans". The signature is written in dark ink and is positioned below the printed name.



1100 E. 14th Street, PMB H-7 ~ Ada, OK 74820-6999
(580) 559-5708 ~ (580) 559-5159 FAX

Whitnie Dawn Evans,

Congratulations!

You are accepted into the MEd Library Media program 0900 at East Central University for SU19.

Your advisor is Dr. Shelli Sharber. Her email is sharber@ecok.edu and her office phone is 580-559-5576. You will need to contact Dr. Sharber to set up your course of study.

We want to offer you our sincerest congratulations on your admission to the East Central University School of Graduate Studies! Contact us at 580-559-5708 or gradschool@ecok.edu with your questions.

School of Graduate Studies

School of Graduate Studies

East Central University

Phone: 580.559.5708

Fax: 580.559-5159

Email: gradschool@ecok.edu



East Central University's mission: *"We educate and empower students to understand and transform our world."*

Monroe School District

P. O. Box 10
Monroe, OK 74947
(918) 658- 3516
Fax (918) 658-3347

BOARD OF EDUCATION
Joe Hemphill, President
Angie Johnson, Vice President
Seth McKenzie, Clerk

Karen LaRosa, Superintendent

Accreditation Standards Division
2500 North Lincoln Blvd. Suite 210
Oklahoma City, OK 73105

To whom it may concern,

May 09, 2019

Monroe Public School would like to request a statutory waiver/deregulation for our Library Media Program. In April 2019, our Library Media Specialist retired to pursue a different career. At this time, we have a certified teacher that is eager to join our team and take over the Library Media Program here at Monroe School. She has enrolled in classes for the LMS degree and certifications and will begin them in the summer 2019. This waiver would allow us to keep our literacy/technical program schoolwide without any major changes.

Respectfully Submitted,



Karen LaRosa, Supt.

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 - 20 20 school year

Oklahoma Edmond Public Schools
COUNTY SCHOOL DISTRICT

1001 W. Danforth Road Edmond 73003
SCHOOL DISTRICT MAILING ADDRESS CITY ZIP CODE

Sunset Elementary School
NAME OF SITE

Katherine McDowell
PRINCIPAL SIGNATURE* 6/4/2019
DATE

RECEIVED JUN 10 2019

PRINCIPAL SIGNATURE* DATE

PRINCIPAL SIGNATURE* DATE

Bret Towne

SUPERINTENDENT NAME (PLEASE PRINT)

Bret.towne@edmondschools.net
SUPERINTENDENT E-MAIL ADDRESS

Bret Towne
SUPERINTENDENT SIGNATURE* 6-3-19
DATE

I hereby certify that this waiver/deregulation application was approved by our
local board of education at the meeting on June 3, 2019

Lee Ann Kuhl
BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

Judy Pendergraft
NOTARY 06/04/2019
DATE

02/09/2023
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
4 of 4

ENROLLMENT

☐ High School
☐ Jr./Middle/High
☐ Elementary
238 District Total
6-10-19
DATE RECEIVED
70.03 3-126
OAC
Kary Media Spec.
NAME OF WAIVER

A. Reason for the waiver/deregulation request (be specific).

Sunset had a Media Specialist Position open for the 2019-2020 school year. After interviewing, Sarah Shackford was the best candidate for this position. Sarah is in her first year of study at East Central University in Library Media in the Education Program. Her expected graduation date from the program is May 2021.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Sarah Shackford will provide needed support to the students as she manages the library. She will teach students how to research and navigate the databases. Mrs. Shackford will help students choose books that promote reading for information and enjoyment and prepare them for continuous learning through all the media the library has to offer.

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.

Due to the size of our district, it is imperative that every elementary school has a Media Specialist available to serve our large student body.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

A letter from East Central University is attached stating Sarah's current enrollment.

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

I do not foresee any financial impact to the District.

F. Describe method of assessment or evaluation of effectiveness of the plan:

The applicant will be evaluated based on the District's TLE Evaluation tool.

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

Sarah Shackford

18312 Salvador Rd

Edmond, OK 73012

sarah.shackford@edmondschools.net

May 13th 2019

I have been accepted to East Central University's Master of Education in Library Media program and have enrolled in six hours of graduate studies for the summer of 2019. Completing my degree is important to my success as Sunset Elementary's Library Media Specialist.

As an undergraduate at Oklahoma City University, I met with success and learned how much I enjoy the academic process. I graduated *summa cum laude* with degrees in English and Education. Following, I worked as an educational therapist with students with learning differences. I also taught English Language Arts to middle and high school students. For the last two years I have been part of the behavior team at Sunset Elementary. I have worked daily with students who need encouragement and accountability with academics and behavior.

These experiences have uniquely prepared me to pursue a career as a Library Media Specialist. Over the past twelve years I have built a tool belt filled with strategies such as understanding what students with learning disabilities need to be successful, applying a variety of techniques to help increase positive behavior in the classroom, preparing lessons centered around books and the arts, and instructing students to become informed with quality resources. I am looking forward to learning more in my graduate studies on how these tools can be used in the library.

I have chosen to pursue this degree because I am passionate about inspiring our Sunset students to enjoy reading, to become excited about the knowledge and adventure books can bring, and to develop the research skills needed to excel in higher grades.

Thank you for considering my application. It would be an honor to fill the library position at Sunset.

A handwritten signature in black ink, reading "Sarah Shackford". The signature is fluid and cursive, with a large loop at the end of the last name.

Course Schedule

101

Course Search Window - Add/Drop Courses

Add/Drop

Term: SU 2019 ▼

Student Program: Graduate Program

Select the Student Program for this registration and then select the Course Program to find a course.

Add/Drop course period is OPEN. Student Registration is open from 04/01/2019 to 06/07/2019.

You are currently registered for 6 credits.

Course Program: All ▼ Select which courses will be displayed in the schedule & searches below.

Add by Course Code Course Search

Title: Begins With ▼

Course Code: Begins With ▼

Term: SU 2019 ▼

Department: All ▼

Course Program: All ▼

Search More Search Options

Your Schedule (Registered)

Drop	Swap	Title	Title	Schedule	Location	Credits
<input type="checkbox"/>	<input type="radio"/>	<u>EDUC 5113-01</u>	TECHNIQUES OF RESEARCH TECHNIQUES OF RESEARCH	00:00-00:00AM	WEB Campus Online Course WEB	3.0
<input type="checkbox"/>	<input type="radio"/>	<u>LIBSC 5113-01</u>	SCHOOL LIBRARY ADMIN I SCHOOL LIBRARY ADMIN I	00:00-00:00AM	WEB Campus Online Course WEB	3.0

Drop Selected Courses: Swap



Sarah Shackford <sarah.shackford@edmondschools.net>

MEd Library Media - Transcript(s) Reviewed Enroll Now

1 message

jcampbl@ecok.edu <jcampbl@ecok.edu>
To: sarah.shackford@edmondschools.net

Wed, Apr 24, 2019 at 8:55 AM

Dear Sarah,

Congratulations! We have reviewed your transcript(s) and you are able to enroll in classes for the **Master of Education in Library Media, option 0900 Summer 2019** when the enrollment period opens. Check for enrollment dates [HERE](#). You may enroll online through the MyECU portal. To obtain your official username and password for your MyECU portal, student email and BlackBoard, click [HERE](#). (Note that all future correspondence will be sent to your student email.)

WAIT 24 HOURS BEFORE TRYING TO SET UP YOUR STUDENT EMAIL ACCOUNT.

The Microsoft Office 365 and student email requires username@ecok.edu in the username field with the password in order to successfully log in.

BlackBoard is not available until the first day of classes.

Note that your student ID number is, 250946.

Your advisor is Dr. Shelli Sharber and she can be reached at ssharber@ecok.edu or 580.559.5576. You need to contact Dr. Sharber to set up your course of study.

You are **CONDITIONALLY** admitted. To be fully admitted to the Master of Education degree program, you need to submit your program documents for departmental review. You are currently missing:

- MEd Personal Information and Personal Statement
- MEd Student Recommendation and Reference

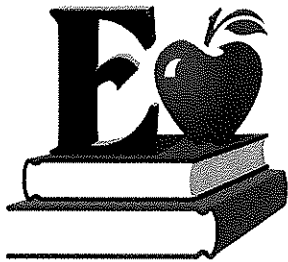
You may submit your program documents [HERE](#).

The link to your 0900 Library Media Program of Study Checksheet is, [HERE](#).

If you have any questions, contact the School of Graduate Studies at 580.559.5708 or gradschool@ecok.edu.

*Students please be advised that the courses you choose to enroll in **MUST** be a required course or an elective course in your degree program. Financial Aid regulations dictate that any graduate student who is seeking financial aid must be enrolled in **AT LEAST** five credit hours during the fall, spring, or summer semester and the courses **MUST** be in the degree program.*

Certificate Programs do not qualify for financial aid.



EDMOND PUBLIC SCHOOLS

Empowering all students to succeed in a changing society

June 4, 2019

Oklahoma State Board of Education
Accreditation Division
2500 N. Lincoln Boulevard
Oklahoma City, OK 73105

TO WHOM IT MAY CONCERN:

Please accept this letter as an indication of the Edmond Public School's intention to petition the Oklahoma State Board of Education for a statutory waiver for Sarah Shackford. (70 O.S. § 3-126) Sarah is a candidate for the Library Media Specialist at Sunset Elementary School. The Edmond Board of Education approved the waiver request at the June 3, 2019 Board Meeting. A copy of the minutes is attached.

Sarah has enrolled in the Graduate Program at East Central University to pursue this degree. The principal has interviewed other candidates and feels Ms. Shackford is the best qualified applicant for the position of Library Media Specialist at Sunset Elementary. Her expected graduation date is May of 2021.

Thank you for considering the waiver request.

Sincerely,

Bret Towne
Superintendent

BT/jp

attachments

Bret Towne
Superintendent
1001 West Danforth, Edmond, Oklahoma 73003-4801
Telephone: 405-340-2800 Fax: 405-340-2835

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 - 20 20 school year

OKLAHOMA

COUNTY

EDMOND PUBLIC SCHOOLS

SCHOOL DISTRICT

1001 W DANFORTH ROAD

SCHOOL DISTRICT MAILING ADDRESS

EDMOND

CITY

73003

ZIP CODE

NORTH HIGH SCHOOL

NAME OF SITE



PRINCIPAL SIGNATURE*

05/13/2019

DATE

RECEIVED JUN 10 2019

PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

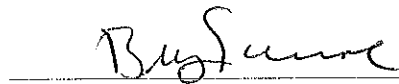
DATE

BRET TOWNE

SUPERINTENDENT NAME (PLEASE PRINT)

BRET.TOWNE@EDMONDSCHOOLS.NET

SUPERINTENDENT E-MAIL ADDRESS



SUPERINTENDENT SIGNATURE*

6-3-19

DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on 6/3, 20 19



BOARD PRESIDENT SIGNATURE*

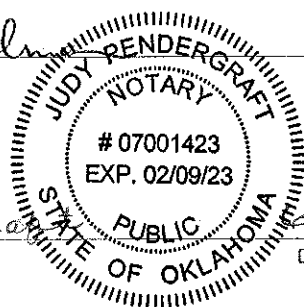
NOTARY SEAL →



NOTARY

2/9/23

COMMISSION EXPIRATION DATE



6/4/19

DATE

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

4 of 4

ENROLLMENT

☐ High School

☐ Jr./Middle High

☐ Elementary

2528 District Total

6-10-2019
DATE RECEIVED

70 O.S. 3-126

OAC

Library Media Spec.
NAME OF WAIVER

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.**

A. Reason for the waiver/deregulation request (be specific).

North High School had a Media Specialist Position open for the 2019-2020 school year. After interviewing, Kylie Schnellier was the best candidate for this position. Kylie is in her last year of study at the University of Central Oklahoma Library Media in Education program. Her expected graduation date from the program is May 2020.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Kylie Schnellier will provide needed supports to students as she visits classrooms and teaches them about databases available to them not only throughout high school but as they embark on future studies beyond high school.

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.

Due to the size of our district, it is imperative that we have two Media Specialists available to serve our large student body.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

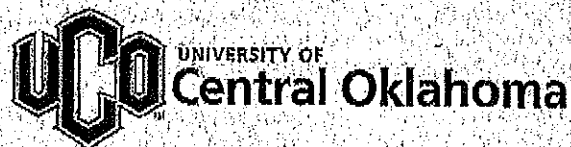
A letter from the University of Central Oklahoma is attached stating Kylie's expected graduation date of May 2020.

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

I do not foresee any financial impact to the District.

F. Describe method of assessment or evaluation of effectiveness of the plan.

The applicant will be evaluated based on the District's TLE Evaluation tool.



April 23, 2019

Debreon Davis
Principal at Edmond North High School
215 West Danforth
Edmond, OK 73003

Dear Ms. Davis,

Kylie Schnellier is currently enrolled in the Library Media in Education program at University of Central Oklahoma. Her expected graduation date is May 2020. At this time I do not see any reason why Ms. Schnellier will not graduate on time.

Sincerely,

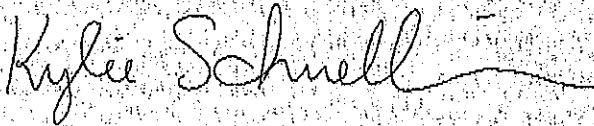
A handwritten signature in cursive script that reads 'Michelle A. Robertson'.

Michelle A. Robertson, MLIS, NBCT
Library Media in Education
University of Central Oklahoma
100 N. University
Edmond, OK 73034
405-974-5885
Mrobertson5@uco.edu

To Whom It May Concern:

My name is Kylie Schnellier. I have been board approved by the school board of Edmond Public Schools pending a certification waiver to be a librarian at Edmond North High School for the 2019-2020 school year. My intent is to serve as their librarian as I finish working on my Masters in Librarian Media through the University of Central Oklahoma. I do hold a current state teaching certificate for secondary ELA, but am still working on Library Media. My projected graduation date is May 2020. Please let me know if you have any further questions.

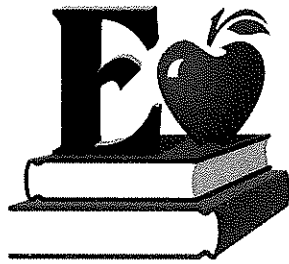
Sincerely,

A handwritten signature in cursive script that reads "Kylie Schnellier". The signature is fluid and includes a long, sweeping horizontal line at the end.

Kylie Schnellier

580-931-7081

kyliebcollier@gmail.com



EDMOND PUBLIC SCHOOLS

Empowering all students to succeed in a changing society

June 4, 2019

Oklahoma State Board of Education
Accreditation Division
2500 N. Lincoln Boulevard
Oklahoma City, OK 73105

TO WHOM IT MAY CONCERN:

Please accept this letter as an indication of the Edmond Public School's intention to petition the Oklahoma State Board of Education for a statutory waiver for Kylie Schneillier. (70 O.S. § 3-126) Kylie is a candidate for the Library Media Specialist at Edmond North High School. The Edmond Board of Education approved the waiver request at the June 3, 2019 Board Meeting. A copy of the minutes is attached.

Kylie has enrolled in the Graduate Program at the University of Central Oklahoma to pursue this degree. The principal interviewed other candidates and feels Ms. Schneillier to be the best qualified applicant for the position of Library Media Specialist at Edmond North High School. Her expected graduation date is May of 2020.

Thank you for considering the waiver request.

Sincerely,

Bret Towne
Superintendent

BT/jp

attachments

Bret Towne
Superintendent
1001 West Danforth, Edmond, Oklahoma 73003-4801
Telephone: 405-340-2800 Fax: 405-340-2835

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

for 2019 – 2020 school year

RECEIVED JUN 12 2019

Oklahoma

COUNTY

Oklahoma City Public Schools

SCHOOL DISTRICT

PO Box 36609 Oklahoma City, Oklahoma 73136

SCHOOL DISTRICT MAILING ADDRESS

Britton Elementary, Nichols Hills Elementary

NAME OF SITE

[Signature]

PRINCIPAL SIGNATURE*

5-29-19

DATE

Susan Carlson

PRINCIPAL SIGNATURE*

5-29-19

DATE

PRINCIPAL SIGNATURE*

DATE

¹
Dr. Sean McDaniel

SUPERINTENDENT NAME (PLEASE PRINT)

Superintendent@okcps.org

SUPERINTENDENT E-MAIL ADDRESS

Sean McDaniel

SUPERINTENDENT SIGNATURE*



5/29/19

DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on June 10, 2019

Paula M. Lewis

BOARD PRESIDENT SIGNATURE*

Chairperson

Paula M. Lewis

NOTARY SEAL →

C.A. Cates

NOTARY # OKCPS Board Clerk



6/10/2019

DATE

12/28/2019

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived:

(specify statute or OAC (deregulation) number: (see instructions))

70 O.S. § 3-126

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

SDE USE ONLY

PROJECT YEARS

4 of 4

ENROLLMENT

☒ High School
☒ Jr./Middle High
☒ Elementary

44138 District Total

6-12-19

DATE RECEIVED

70 O.S. 3-126

OAC

library media Spec.

A. Reason for the waiver/deregulation request (be specific).

Oklahoma City Public Schools is seeking statutory waiver(s) for exemption to certification for library media specialists due to a lack of certified candidates. The District is committed to meeting the Oklahoma State Standards and the mandates of HB 1017. All school sites have allocations for media assistants and specialists that comply with Accreditation Standard VII. Unfortunately, enough certified candidates do not exist in the Oklahoma City area. The District seeks permission to hire certified classroom teachers and college graduates with library experience/education, to work as library media specialists. These employees serving in library positions without the benefit of library media certification will hereafter be referred to as paralibrarians. Every candidate will be required to be actively working toward library media certification. Paralibrarians will be paired with certified librarians who serve as mentors and consultants.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Oklahoma City Public Schools is seeking fully certified library media specialists (LMS), for vacancies. In cases where a quality LMS is not available, library services to students will be provided by alternative means. We intend for the following plan to help develop our own specialists by hiring quality certified teachers or college graduates with library experience, requiring enrollment in graduate school, and providing support for services through certified library consultants/mentors. The following strategies will be used:

- * Paralibrarians will be hired only in instances when a quality certified LMS cannot be found.
- * Each paralibrarian will be paired with a mentor LMS who will provide support.
- * Paralibrarians will be required to be enrolled in a graduate program actively working toward LMS certification.
- * Meetings and/or training seminars will be provided and required for paralibrarians.
- * Library media activities will be developed at each site to ensure provision of quality services.

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.

- *Each elementary, middle, and high school will be served by a certified LMS and a media assistant or a paralibrarian and a media assistant. Staffing recommendations of the Media Program (OAC 210:35-5-71) based on school enrollment will be followed.
- *Students and staff at all sites will have access to library programs, services, and resources for a minimum of 6 hours each regular school day.
- *Each candidate for the position of paralibrarian will demonstrate progress toward the appropriate degree and/or certification requirements.
- *The district follows the information literacy standards for student learning for all school library media programs as defined by the American Association of School Librarians and the American Library Association as set forth in the 2007 publication Standards for the 21st-Century Learner.
- *Paralibrarians will receive assistance and support on a regular basis through site visits by the director of library media and mentor LMS, communication with the director and mentor LMS, and meetings and/or training seminars.

D. Timeline: (Please submit class schedule, calendars, assessment forms and other attachments as necessary. A waiver/deregulation can only be granted for a one school year period)
NOTE: A School District Empowerment Waiver can be for up to 3 years.

***Paralibrarians will be encouraged to enroll in at least three credits per semester, completing certification requirements in a three to four year period.**

***Oklahoma City Public Schools request the Statutory Waiver for one year.**

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

N/A

F. Describe method of assessment or evaluation of effectiveness of the plan.

***Principals of schools employing a paralibrarian will complete the district' s current teacher evaluation tool in order to collect data regarding the performance of the employee.**

***The paralibrarian will complete an evaluation tool designed to assess the effectiveness of the district provided professional development activity.**

***Paralibrarians will complete an end-of-the-year report designed to assess the effectiveness of the library media program.**

***Mentors will log contact with paralibrarians.**

***Human resource records will track graduate courses completed.**

See attached list of paralibrarians.

2019-2020

Oklahoma City Public Schools

Library Media Specialists under the State Exemption from Library Media Specialist Certification

Name	First	Assignment
Nguyen	Nguyet	Britton ES (1.0)
Nowakowski	Diane	Nichols Hills ES (1.0)

May 28, 2019

Timmie Spangler
Director, Library Media and Instructional Materials
Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Ms. Spangler :

This letter is to inform you that I am voluntarily working as a library media specialist for Oklahoma City Public Schools under a statutory waiver granting an exemption of certification for library media specialists. In accordance with my educational plan, I am also voluntarily enrolled in university classes pursuing library media certification. Thank you.


Sincerely,

A handwritten signature in black ink, appearing to read 'Nguyet Nguyen', with a long horizontal flourish extending to the right.

Nguyet Nguyen
Britton Elementary


Student Detail Schedule:

*10070981 Nguyet T. Nguyen
Fall 2019
Jun 06, 2019 09:23 pm

 Please note: To view classes you may have waitlisted, use the "Enroll, Add, or Drop Classes" page from the Enrollment/Registration menu.


Total Credit Hours: 3.000

Lib Info Retrieval Systems - IME 5423 - 0

Associated Term: Fall 2019
CRN: 12392
Status: **Web Registered** on May 06, 2019
Assigned Instructor: Michelle A. Robertson 

Grade Mode: Standard Letter Grade
Credits: 3.000
Level: Graduate
Campus: Online/Hybrid Courses

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	TBA		World Wide Web	Aug 19, 2019 - Dec 13, 2019	100% Online	Michelle Ann Robertson (P) 

[Return to Previous](#)

RELEASE: 8.7.1

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May 28, 2019

Timmie Spangler
Director, Library Media and Instructional Materials
Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Ms. Spangler :

This letter is to inform you that I am voluntarily working as a library media specialist for Oklahoma City Public Schools under a statutory waiver granting an exemption of certification for library media specialists. In accordance with my educational plan, I am also voluntarily enrolled in university classes pursuing library media certification. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Diane Nowakowski". The signature is written in a cursive, flowing style.

Diane H. Nowakowski
Nichols Hills Elementary

Enroll, Add, or Drop Classes:

*20478691 Diane K. Nowakowski
Fall 2019
May 02, 2019 06:25 pm



Use this interface to add or drop classes for the selected term. If you have already registered for the term, those classes will appear in the Class Registered Successfully section. Additional classes may be added in the Add Class table. To add a class enter the Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field then the class may not be dropped. When add/drops are complete click Submit Changes.

If you are unsure of which classes to add, click Class Search to review the class schedule.

New: Check here for information about Waitlists !!

To view an explanation of registration error messages, click here! | Important: To View Add, Drop, Withdraw deadlines, click here.

WARNING !! Students may not completely withdraw (drop the last class) via the web once the full term begins. After the term begins, students must come to the Office of Undergraduate Admissions, NUC 124, to initiate the complete withdrawal process.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Web Registered on May 02, 2019	None	Y	12595	IME	5453	0	Graduate	3.000	Standard Letter Grade	Collection Management

Total Credit Hours: 3.000

Billing Hours: 3.000

Minimum Hours: 0.000

Maximum Hours: 12.000

Date: May 02, 2019 06:25 pm

Add Classes Worksheet

CRNs

May 28, 2019

Ms. Timmie Spangler
Director, Library Media and Instructional Materials
Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Ms. Spangler:

Attached please find a statutory waiver application of exemption from library media specialist certification requirements for four schools: Britton ES and Nichols Hills ES. This statutory waiver seeks permission to hire certified teachers, currently working towards library media certification, to function as library media specialists in the schools.

Oklahoma City Public Schools Library Media Program has benefited greatly from the previous statutory waivers. This statutory waiver is seeking an exemption of certification for two library media specialists to serve two schools for one year.

With your advice and consent, we would appreciate your presenting this statutory waiver application to the State Board of Education for the review and action. Thank you for your assistance and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean McDaniel", written in a cursive style.

Dr. Sean McDaniel
Superintendent of Schools

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 – 20 20 school year

Logan

COUNTY

Guthrie

SCHOOL DISTRICT

802 E. Vilas

SCHOOL DISTRICT MAILING ADDRESS

Guthrie

CITY

73044

ZIP CODE

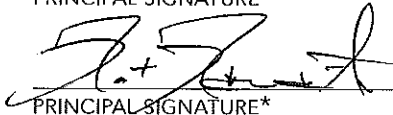
Guthrie Junior High School

NAME OF SITE

RECEIVED JUN 12 2019

PRINCIPAL SIGNATURE*

DATE



4-15-19

PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

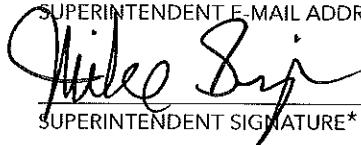
DATE

Mike Simpson

SUPERINTENDENT NAME (PLEASE PRINT)

mike.simpson@guthrieeps.net

SUPERINTENDENT E-MAIL ADDRESS



4-15-19

SUPERINTENDENT SIGNATURE*

DATE

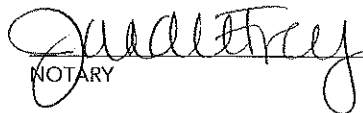
I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on May 13, , 2019



BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →





NOTARY

5-13-19

DATE

3/29/20

COMMISSION EXPIRATION DATE

Statute/Oklahoma Administrative Code to be Waived: 70 O.S. 3-126
(specify statute or OAC (deregulation) number: (see instructions))

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

THE WAIVER/DEREGUALTION 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

2 of 2

ENROLLMENT

_____ High School

_____ Jr./Middle High

_____ Elementary

3417 District Total

6-12-19

DATE RECEIVED

70 O.S. 3-126

OAC _____

Library Media Spec.

NAME OF WAIVER

A. Reason for the waiver/deregulation request (be specific).

Guthrie Junior High has been looking for a Library Media Specialist for over a month and has not been able to fill the position. We had two applicants apply but both would need the Statutory Waiver/Deregulation to meet Oklahoma State Accrediation regulations.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

This will be Guthrie Junior High's third Library Media Specialist in three years and we believe that we need some conitunity in our Library. Ms. Desi Rice has been a long time employee of Guthrie Public Schools and is finishing her Masters in Adult Management and Administration from Northwestern University in December 2019. She has spoken with UCO and will need 24 additional hours to receive her Library Media Specialist degree and will pursue that starting in January of 2020. Guthrie Public Schools strongly believes that Ms. Rice's classroom success will carry over into the role of Librarian and will foster a warm climate for student learning.

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.

If approved, Ms. Rice will place a quality instructional presence in our Junior High Library program and elevate academic performance for our students.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

Ms. Rice will finish her Masters in Adult Management and Administration from Northwestern in December of 2019. She has spoken with UCO and will need 24 additional hours for Library Media Specialist and plans to enroll and start on that degree in January of 2020.

E. Any financial impact to the District (positive or negative) for the proposed waiver/deregulation.

There will be no financial impact on the district with the proposed waiver.

F. Describe method of assessment or evaluation of effectiveness of the plan.

The Junior High principal Mr. Robbie Rainwater will evaluate Ms. Rice and how she is adapting in the Library Media Specialist role. Mr. Rainwater will also monitor the process of Ms. Rice Master's coursework in completing her Library Media Specialist degree in the three year time period if granted.

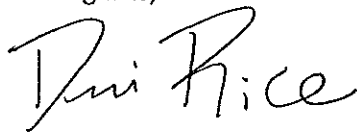
Desi Rice
219 Amsey Lane
Guthrie, OK 73044
Tel 405-612-0499
desi.rice@guthriepps.net

April 15, 2019

To Whom It May Concern:

I am currently finalizing my schedule at University of Central Oklahoma in the Masters of Library Media and Information Technology program and will start classes January 2020. After speaking with UCO, the best plan was for me to finish my Masters in Adult Education Management and Administration in the fall of 2019 and then will have 24 hours at UCO for my Masters in Library Media Specialist. Thank you for the consideration of the Statutory Waiver and look forward to working with Guthrie Junior High School if granted.

Warm regards,

A handwritten signature in black ink that reads "Desi Rice". The signature is written in a cursive, flowing style.

Desi Rice

Doug Ogle

From: Desi Rice
Sent: Friday, June 07, 2019 11:40 AM
To: Doug Ogle
Subject: Fwd: Graduate Studies Admission - UCO JCGS
Attachments: Now that you are admitted.pdf; GradAdv List 3.2019.pdf

----- Forwarded message -----

From: **Taro Iwase** <tiwase@uco.edu>
Date: Fri, Jun 7, 2019 at 11:18 AM
Subject: Graduate Studies Admission - UCO JCGS
To: desi.rice@guthrieips.net <desi.rice@guthrieips.net>

June 7, 2019

Desirae Rice
219 Amsey Ln
Guthrie, OK
73044-6604

Student ID: *20489394

Dear Desirae Rice,

Congratulations! You have been admitted to the University of Central Oklahoma's Jackson College of Graduate Studies for the Spring 2020 semester as a non-degree seeking student. If you later become a degree seeking student by completing a Change of Program form, no more than 10 hours of graduate credit taken as a Non-Degree / Post-Master student will apply toward Master's degrees, if approved by the Graduate Program Advisor.

Please note that as a Non-Degree / Post Master student, you will not receive Financial Aid.

There are a few steps to begin your studies:

1. You can find out your enrollment date by visiting www.uco.edu/registrar and clicking on, "Enrollment Dates". More detailed steps on enrollment can also be found in the enclosed packet.
2. You may need to get permission from the department/instructor to enroll in classes, due to your non-degree status. The system will prompt you to get permission at the time of enrollment in case it is necessary. It is your responsibility to contact the department in that case.

Again, we are so pleased you have chosen the University of Central Oklahoma and look forward to all you will accomplish. If you decide to change to degree seeking at any point, you will find the requirements listed in the UCO graduate catalog which can be found at www.uco.edu/graduate. This is a legal document in effect at the time of admission. Included in the catalog, you can also find rules on your time allotted to complete the degree.

Welcome to the UCO community of scholars pursuing graduate degrees at UCO! If I can help you in any way, please do not hesitate to contact my office.

Sincerely,

Dr. Jeanetta D. Sims
Dean

JS/ti

Regards,

Taro Iwase
Admissions Specialist

University of Central Oklahoma
Jackson College of Graduate Studies
100 N. University Dr. NUC Room 404
Edmond, OK 73034
Email: tiwase@uco.edu
Office: (405) 974-2527
Fax: (405) 974-3852

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Staking A Claim in Our Students' Future

Mike Simpson, Ed.D.
Superintendent

Phone 405-282-8900
www.guthrie.k12.ok.us

May 14, 2019

Guthrie Board of Education and Oklahoma State Board of Education:

Guthrie Junior High School is requesting a Statutory Waiver for Desi Rice as a Library Media Specialist. Therefore, Guthrie Public School District is requesting exemption from requirements pursuant to 70 O.S. 3-126.

Attached you will find the Statutory Waiver/Exemption Application for approval of Mrs. Desi Rice for this position.

Sincerely,

Mike Simpson, Ed.D.
Superintendent of Schools
Guthrie Public Schools