



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:** March 25, 2021  
**SUBJECT:** Deregulation for Library Media Services

The following school is requesting deregulation for the 2020-2021 school year in order to provide library services to their students by an alternative means. Approval is recommended.

County	District	Regulation	Alternative Means
Carter	Fox	OAC 210:35-5-71 OAC 210:35-9-71	Use a full-time Paraprofessional in the library all day and a librarian one hour per day.
Custer	Arapaho-Butler	OAC 210:35-5-71 OAC 210:35-9-71	Use Paraprofessional all day in the library, she will be supervised by the Superintendent.
Sequoyah	Central	OAC 210:35-5-71 OAC 210:35-9-71	Use Paraprofessional all day in the library for the elementary and high school sites.

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

Ab  
Attachments

## 210:35-5-71. STAFFING.

The school shall provide staffing for the media program through one of the following arrangements:

### (1) OPTION A.

#### ENROLLMENT

#### QUALIFIED SPECIALIST REQUIRED

Fewer than 300

At least a half-time certified library media specialist (librarian)

300 to 499

At least one full-time certified library media specialist (librarian) or a half-time certified library media specialist (librarian) and a full-time library assistant.

500-999

At least one full-time certified library media specialist (librarian) and a half-time library assistant

### (2) OPTION B.

#### ENROLLMENT

#### QUALIFIED SPECIALIST REQUIRED

Fewer than 300

At least one-fifth time certified library media specialist (librarian) and a full-time library assistant.

300 to 499

At least a half-time certified library media specialist (librarian) and a full-time library assistant.

500 +

At least one full-time certified library media specialist (librarian) and a half-time library assistant.

## ADDITIONAL STANDARDS FOR MIDDLE LEVEL SCHOOLS

### 210:35-7-61. Staffing

The school shall provide staffing for the media program through one of the following arrangements:

#### ENROLLMENT

#### QUALIFIED SPECIALISTS REQUIRED

Fewer than 300	At least a half-time certified library media specialist (librarian)
300 to 499	At least one full-time certified library media specialist (librarian) or a half-time library media specialist (librarian) and a full-time library assistant
500 to 999	At least one full-time certified library media specialist (librarian) and a half-time assistant
1000 to 1499	At least one full-time certified library media specialist (librarian) and one full-time library assistant
1500 plus	At least two full-time certified library media specialists (librarians) (92)

**210:35-9-71. Staffing.**

The school shall provide staffing for the library media program through one of the following arrangements:

**ENROLLMENT**

**QUALIFIED SPECIALISTS REQUIRED**

Fewer than 300.

At least a half-time certified library media specialist (librarian).

300 to 499

At least one full-time certified library media specialist (librarian) or a half-time library media specialist (librarian) and a full-time library assistant.

500-999

At least one full-time certified library media specialist (librarian) and a half-time library assistant.

1000 to 1499.

At least one full-time certified library media specialist (librarian) and one full-time library assistant.

1500 plus

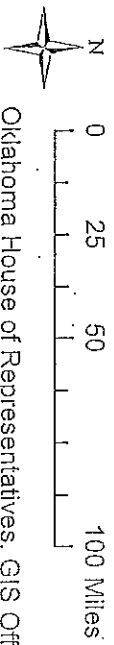
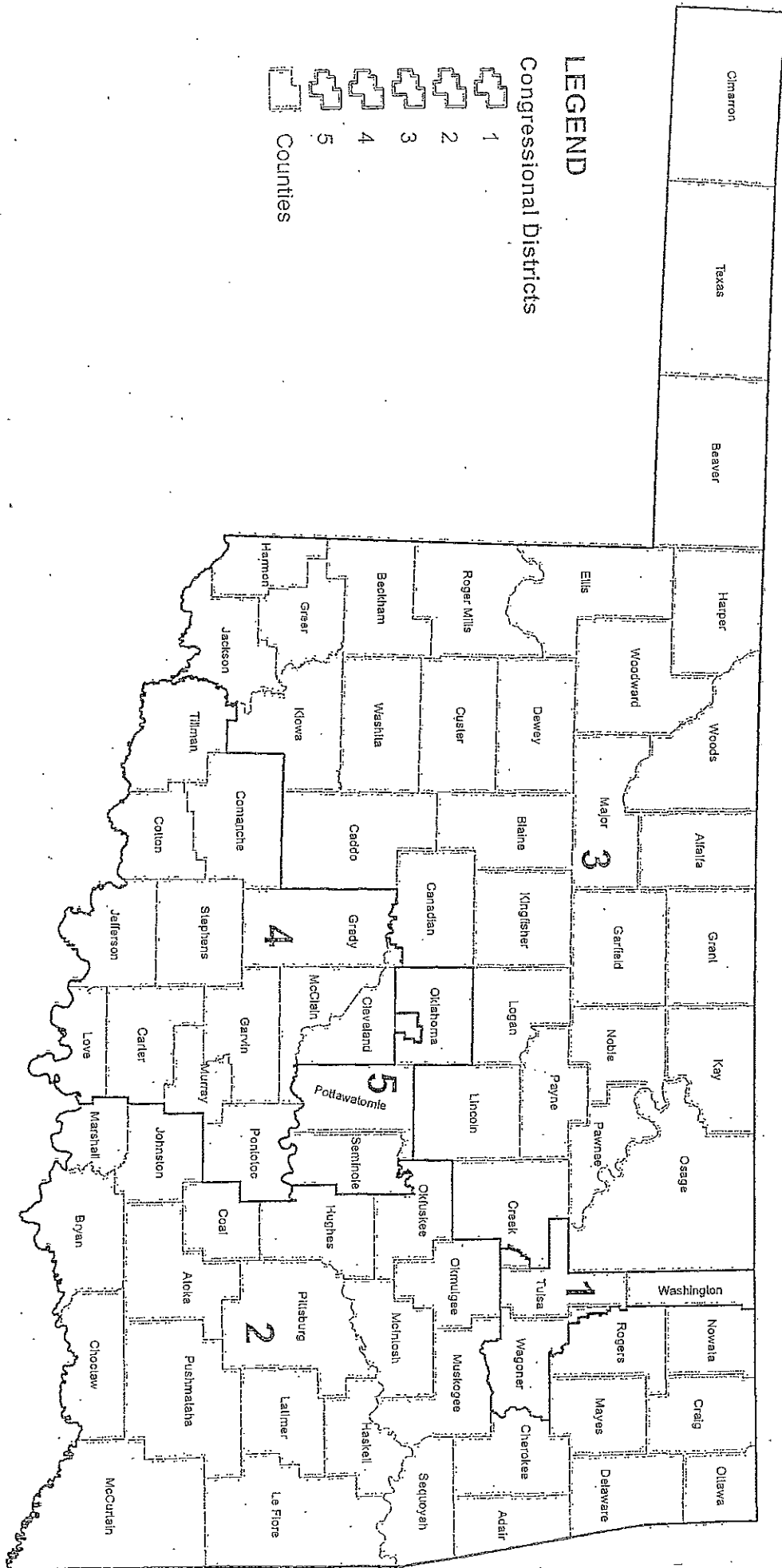
At least two full-time certified library media specialists (librarian)

# Oklahoma Congressional Districts 2012 - 2020 Elections

## LEGEND

### Congressional Districts

- 1
- 2
- 3
- 4
- 5
- Counties



**SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION**  
**for 20 20 - 20 21 school year**

Carter

COUNTY

Fox

SCHOOL DISTRICT

PO Box 248

SCHOOL DISTRICT MAILING ADDRESS

Fox

CITY

73435

ZIP CODE

105 - Elementary, 705 - High School

NAME OF SITE

*Mal Williams*

PRINCIPAL SIGNATURE\*

6/23/2020

DATE

*Brent Phelps*

PRINCIPAL SIGNATURE\*

6/23/2020

DATE

PRINCIPAL SIGNATURE\*

DATE

Brent A Phelps

SUPERINTENDENT NAME (PLEASE PRINT)

bphelps@fox.k12.ok.us

SUPERINTENDENT E-MAIL ADDRESS

*Brent Phelps*

SUPERINTENDENT SIGNATURE\*

6/23/2020

DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on June 23rd, 20 20

*Chloe Young*

BOARD PRESIDENT SIGNATURE\*

NOTARY SEAL →

*Alicia Schier*

NOTARY

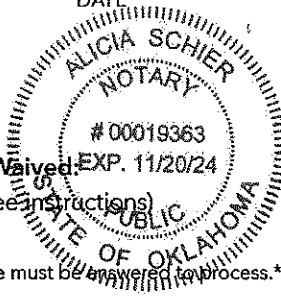
6/23/2020

DATE

11/20/2024

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**

58 High School

0 Jr/Middle High

158 Elementary

210 District Total

3-1-2021

DATE RECEIVED

70 O.S.

OAC

210:35-5-71

210:35-9-71

Library Media Services

NAME OF WAIVER

- A. Reason for the Deregulation request. Please include circumstances which necessitate changing the standard of library services for your size of school, what alternative means will have to be employed if your waiver was to be denied?

This deregulation is being requested to change the standard of library services for Fox Public Schools. The approval of this request will allow the following:

- Fox schools currently has a full time paraprofessional working full time in the schools only library.
- Fox schools has on staff a certified teacher who has completed the library science degree but not yet passed the certification test.

- B. List alternate strategies/plans which the 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 and any negative impact if the waiver were to be denied.

We will use the paraprofessional to monitor the library which will allow students access to the library all day.

This will the librarian to be available one hour per day and after school to monitor the library and ensure that it is providing the resources and help needed for individual and group needs.

- C. Has this deregulation been awarded before? If so what was the educational impact to the district: Results of the Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district. If not what do you expect?

This deregulation has been awarded the last few years. Fox schools has not noticed any significant impact on student performance but will continue to monitor through end of year test and benchmark testing.

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

This deregulation plan will be in place for the 2020-2021 school year. The district is hoping the certified staff member will take and pass the certification test.

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

The district currently employs the paraprofessional and the certified teacher which has the degree but has not pass the test. If the deregulation is not approved then the district would have to hire a library/media specialist.

- 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.

Fox schools will use end of year test as well as benchmark testing.

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



# SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

## for 20 20 - 20 21 school year

Custer \_\_\_\_\_ Arapaho-Butler \_\_\_\_\_  
 COUNTY SCHOOL DISTRICT

PO Box 160 \_\_\_\_\_ Arapaho \_\_\_\_\_ 73620  
 SCHOOL DISTRICT MAILING ADDRESS CITY ZIP CODE

Arapaho Butler Elementary/High School  
 NAME OF SITE

[Signature] \_\_\_\_\_ 5/5/20  
 PRINCIPAL SIGNATURE\* DATE

[Signature] \_\_\_\_\_ 5/5/20  
 PRINCIPAL SIGNATURE\* DATE

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

Jay Edelen

SUPERINTENDENT NAME (PLEASE PRINT)

jedelen@arapaho.k12.ok.us

SUPERINTENDENT E-MAIL ADDRESS

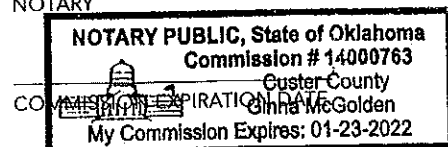
[Signature] \_\_\_\_\_ 5/5/20  
 SUPERINTENDENT SIGNATURE\* DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on May 4, 20 20

[Signature] \_\_\_\_\_  
 BOARD PRESIDENT SIGNATURE\*

NOTARY SEAL →

[Signature] \_\_\_\_\_ 5/4/20  
 NOTARY 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/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

120 High School  
0 Jr./Middle High

354 Elementary

474 District Total

3-1-2021  
 DATE RECEIVED

70 O.S.

OAC 210:35-5-11  
210:35-9-11

NAME OF WAIVER

library media  
Services

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

AB Public School is requesting a waiver of our single site Library Media Services for school year 20-21(OAC 210 35-5-71 OAC 210 359-71). We currently have a waiver on file and the library is staffed for a full day with an experienced paraprofessional. We have found no suitable applicant to fit our needs.

**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.**

The library will be staffed all day with a qualified paraprofessional that has been in the library full time during the 19-20 school year. She will be supervised by Superintendent. The library will be accessible and open to students at all times. Allowing library access to our students will greatly benefit the learning of all students.

**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.**

Approval of the waiver will allow us to staff our library with Rhonda Scott who has many years of library experience. She does an outstanding job with our students in the library. We believe that the services she provides has a positive impact on the performance levels of our students. We have seen no drop off of student performance during her tenure in the library.

**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)

The timeline for staffing our library with a certified LMS will be determined by 2 things. First, our budget, by saving a salary on this position, it may allow us to keep additional classroom teachers. Secondly, the ability to find a suitable certified applicant. We will continue to advertise the position and if a suitable replacement can be found, they will be considered.

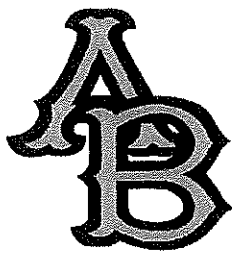
The library will be staffed and available for students throughout the normal school day.

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

The waiver will have a positive impact on our district due to the fact we will be saving the cost of a certified teacher.

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

The Superintendent will meet with Ms. Scott on a regular basis as well as supervise the library on a daily basis. The program will undergo constant assessment and evaluation. We will ensure that the needs of our students is being met through our library program.



# ARAPAHO - BUTLER PUBLIC SCHOOLS

214 North 12th Street P.O. Box 160 Arapaho, Oklahoma 73620

**JAY EDELEN**  
*Superintendent*  
580/323-3262

**JARED CUDD**  
*High School Principal*  
580/323-3261

**BRAD SOUTHALL**  
*Elementary Principal*  
580/323-7264

5/4/2020

To Whom It May Concern:

Arapaho-Butler Public Schools would like to formally request a statutory/waiver/deregulation for Library/Media Services for school year 2020-2021 for our single site library (OAC 210:35-5-71 & OAC 211:35-9-71) We are requesting the waiver based on two factors, 1) since the position has been advertised, we have received no suitable applicants, 2) it will help with our school budget for school year 20-21. The library will be under the supervision of the Superintendent and will be staffed full time by one of our current paraprofessionals, Rhonda Scott. Rhonda has many years of library experience. The library will be open and accessible to our students at all times. Thank you for your consideration.

Sincerely,

Jay Edelen, Superintendent

**SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION**  
**for 20 20 – 20 21 school year**

Sequoyah \_\_\_\_\_ Central \_\_\_\_\_  
COUNTY SCHOOL DISTRICT

108089 S. 4670 Rd. \_\_\_\_\_ Sallisaw \_\_\_\_\_ 74955 \_\_\_\_\_  
SCHOOL DISTRICT MAILING ADDRESS CITY ZIP CODE

Central Elementary/High School  
NAME OF SITE

Beverly S. Cawhorn \_\_\_\_\_ 3-3-21 \_\_\_\_\_  
PRINCIPAL SIGNATURE\* DATE

[Signature] \_\_\_\_\_ 3-3-21 \_\_\_\_\_  
PRINCIPAL SIGNATURE\* DATE

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

Larry G. Henson

SUPERINTENDENT NAME (PLEASE PRINT)

lhenson@centralps.k12.ok.us

SUPERINTENDENT E-MAIL ADDRESS

Larry G. Henson \_\_\_\_\_ 3/3/21 \_\_\_\_\_  
SUPERINTENDENT SIGNATURE\* DATE

I hereby certify that this waiver/deregulation application was approved by our  
local board of education at the meeting on March 3, 20 21

[Signature] \_\_\_\_\_  
BOARD PRESIDENT SIGNATURE\*

NOTARY SEAL →

Laurie Michelle Dodd \_\_\_\_\_ 3/3/21 \_\_\_\_\_  
NOTARY DATE

6-7-23  
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/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

3 of 3

**ENROLLMENT**

179 High School

0 Jr./Middle High

272 Elementary

451 District Total

RECEIVED MAR 09 2021

DATE RECEIVED

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

OAC

210:35-5-71

210:35-9-21

Library Media Servie  
NAME OF WAIVER

- A. Reason for the Deregulation request. Please include circumstances which necessitate changing the standard of library services for your size of school, what alternative means will have to be employed if your waiver was to be denied?

Our Library/Media Instructor retired on December 31, 2020. We have advertised on Oklahoma Secondary School Board Association website, Central Schools website and in the Sequoyah County Times. No one has applied for this position at this time. We will continue advertising for this position.

Alternative means if the waiver was to be denied. Central School will use a paraprofessional to assist in the Elementary and High School Libraries. Central School will continue advertising for the Library/Media position.

- B. List alternate strategies/plans which the 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 and any negative impact if the waiver were to be denied.

Due to the proximity of our elementary/high school campus, Central School would use a Paraprofessional to assist in the Elementary and High School Library. This will allow the Libraries to remain operational during this time.

The negative impact if the waiver were to be denied. Central School has advertised and will continue to advertise for a Library Media Specialist. If the waiver were to be denied, then we would be out of compliance because Central School could not find a certified Library Media Specialist.

- C. Has this deregulation been awarded before? If so what was the educational impact to the district: Results of the Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district. If not what do you expect?

No, this deregulation has not been awarded before. Central School will continue to advertise for this position. We will utilize current support personnel to assist in our Libraries.

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

The deregulation request is for the 2021 Spring semester

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

The partial salary of the Library Media Specialist would be a positive. Some of the savings would be utilized in both Libraries.

- 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.

Library services will be monitored daily, weekly and monthly by site principals to insure that staff and students needs are met.

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



CENTRAL PUBLIC SCHOOLS

108089 S 4670 RD  
Sallisaw, OK 74955-8587  
Phone: 1(918)775-5525



High School Principal – John Speir

Superintendent – Larry G. Henson

Elem Principal – Beverly Cawhorn

Date: March 3, 2021

Re: Waiver Application for Library Media Specialist

Good Afternoon,

I have enclosed a cover letter and a waiver application for a Library Media Specialist for the Spring semester for the 2020-2021 school year.

Please let me know if you need anything else.

Thank you,

Larry G. Henson





CENTRAL PUBLIC SCHOOLS

108089 S 4670 RD  
Sallisaw, OK 74955-8587  
Phone: 1(918)775-5525



High School Principal – John Speir

Superintendent – Larry G. Henson

Elem Principal – Beverly Cawhorn

Statutory Waiver/Deregulation for Library Media Services Secondary  
School (OAC 210:35-9-71)—Elementary School (OAC 210:35-5-71)

Central Public School is submitting a Library Media Specialist Statutory/Deregulation Application for the spring semester of the 2020-2021 school year. Central Schools Library Media Specialist retired in December 2020. Central School has and will continue to advertise to fill this position.

Larry G. Henson

Signature of Superintendent

March 3, 2021

Date