

Oklahoma State Department of Education
 2500 North Lincoln Boulevard
 Oklahoma City, Oklahoma 73105-4599

Districtwide Compliance Report

Deficiencies not issued for these items:

460

405
406
408
410
457
426
428
433

County		District
YES	NO	
_____	_____	1. *Does the district have an Alternative Education Academy Program? If yes, see attached.
_____	_____	2. *Does the district provide educational services at a residential care, treatment facility or day treatment program? If yes, see attached.
_____	_____	3. Has the State Board of Education granted the school a deregulation or statutory waiver from any accreditation standard or state law? If yes, cite OAC number or O.S. number? _____
_____	_____	4. Have the district treasurers (county treasurers) and all encumbrance clerks received the minimum of 12 hours of training on school finance laws? 70 O.S. § 5-190 Have they completed 12 hours of continuing education every 3 years? Are they (local treasurer and superintendent) bonded?
_____	_____	5. Has each of the local elected school board members met their required training according to Oklahoma Law? 70 O.S. § 5-110; 70 O.S. § 5-110.1 Seat 1 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 2 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 3 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 4 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 5 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 6 Yes <input type="checkbox"/> No <input type="checkbox"/> Seat 7 Yes <input type="checkbox"/> No <input type="checkbox"/>

PLANS and POLICIES

_____	_____	6. Are mandated reports submitted in a timely manner? 70 O.S. § 3-104
_____	_____	7. Are the school year and day in compliance with state law and regulation? 70 O.S. § 1-109-111
_____	_____	8. Are board minutes available annually reflecting the mathematics and science courses approved by local boards when taken at the 11 th and 12 th grades from the Career Technology Centers? 70 O.S. § 11-103.6
_____	_____	9. Does the district have a written curriculum that includes the <i>Oklahoma Academic Standards/ PASS Skills</i> ? 70 O.S. § 11-103-6
_____	_____	10. Does the district have a policy for the promotion of retained third grade students? 70 O.S. § 1210.508C
_____	_____	11. Has the district designated an employee to oversee the educational services to eligible juveniles identified by the city, county or state jail? OAC 210:10-1-13g (1)
_____	_____	12. Does the district have an approved gifted and talented plan <i>and is</i> documentation on file that students are identified and appropriately served ? 70 O.S. § 1210.301
_____	_____	13. *Is there a plan to provide remediation in reading to students not successfully completing the reading portion of the Oklahoma Criterion-Referenced Tests? 70 O.S. § 1210.508 A; 70 O.S. § 1210-515
_____	_____	14. Does the district have a policy on felony record searches? 70 O.S. § 5-142

YES NO

- 438 _____ 15. Does the district have policies and procedures that include part-time Internet-based instruction, as provided by state law and as adopted by the State Board of Education? 70 O.S. § 1-1
- 447 _____ 16. Does the district have a written plan with procedures in place to protect students, faculty, administration and visitors from natural and man-made disasters? (i.e., tornados, and other disasters. The Plan is on file in each district AND with the local emergency management organization within the district.) 63 O.S. § 681
- 439 _____ 17. Does the district have a policy that specifically prohibits harassment, intimidation and bullying by students at school and addresses prevention of and education about such behavior pursuant to the SCHOOL BULLYING PREVENTION ACT? 70 O.S. § 24-100.3
- 458 _____ 18. Beginning in the 2013-2014 school year, shall have full adoption and implementation of the Common Core State Standards.
OAC 210:15-4

PERSONNEL

- 412 _____ 19. Does the school have required personnel who hold a valid license/certificate?
OAC 210:35-3-86
- 413 _____ 20. If an adjunct teacher is employed, has the district: a) *obtained* local board approval; b) *processed* a felony search report; c) notified Professional Standards at the State Department of Education. OAC 210:20-37-1
- 414 _____ 21. Are teaching licenses/certificates on file for each certified employee? OAC 210:35-3-86
- 415 _____ 22. Are official up to date college transcripts on file for each certified employee? OAC 210:35-3-86
- 416 _____ 23. Is there a signed loyalty oath on file for each employee? 51 O.S. § 36.1
- 417 _____ 24. Do all teacher assistants have a high school diploma? 70 O.S. § 6-127
- 418 _____ 25. Are the Standards of Performance and Conduct for Teachers distributed to all certified personnel annually? 70 O.S. § 6-101.2
- 419 _____ 26. *Is a written policy for the evaluation of teachers and administrators in place and contain the Required criteria of the Oklahoma Teacher and Leader Effectiveness Evaluation System?
70 O.S. § 6-101.13
- 420 _____ 27. *Have all administrators responsible for the evaluation of teachers been trained in the Oklahoma Teacher and Leader Effectiveness Evaluation System?
70 O.S. § 6-101.16
- 458 _____ 28. Has the school district adopted a policy which sets the maximum number of days a noncertified substitute teacher may be employed for the same assignment? H.B.2727
- 423 _____ 29. Are all probationary and career teachers evaluated according to state law and regulations?
- 451 _____ 30. Is a program offered annually to all teachers (certified personnel) which includes a component of training on recognition and reporting of child abuse and neglect? 70 O.S. § 6-194.3

YES NO

HEALTH

453

31. Does the district distribute information on Meningococcal Meningitis at the beginning of the school year?
70 O.S. § 1210.199

455

32. Does the district report annually by June 1st the number of Kindergarten, first and third grade students who submitted certification of a completed vision screening, and also the number of students who received a comprehensive eye exam from an optometrist or ophthalmologist?
OAC 210:35-3-109

TRANSPORTATION

440

33. Are school bus emergency evacuation drills performed as required? (Recommended: One within the first two weeks of each semester.) OAC 210:30-5-1

441

34. Have all school bus drivers had the required health examination, CDL and Oklahoma bus driving certificate? OAC 210:30-5-1

442

35. Is the district in compliance with the federal requirements for drug testing for school bus drivers?
CFR Part 382

443

36. Are daily pretrip bus inspections being made and reported? OAC 210:30-5-1

444

37. Were all school buses inspected annually, by a certified inspector in accordance with state law?

456

38. Are annual in-service forms for all bus drivers on file at the district office? OAC 210:35:30-5-1

**These items do not apply to private schools.*

Comments:

Oklahoma State Department of Education
School Site Compliance Report: High School

County		District	Site
<u>PLANS AND POLICIES</u>			
	YES	NO	
503	_____	_____	1. Library media meet state board regulations which apply to this site? OAC 210:35-5-71; OAC 210:35-7-61; OAC 210:35-9-71
504	_____	_____	2. Does the amount of library expenditures meet State Department of Education (SDE) regulations? OAC 210:35-5-74; OAC 210:35-7-64; OAC 210:35-9-74
506	_____	_____	3. Are student dropout reports submitted to the Office of Alternative Education quarterly and in a timely manner? 70 O.S. § 35e How many dropouts have been reported for this school year?
508	_____	_____	4. Does the school, through written reports and individual conferences, inform parents frequently and regularly about student progress? OAC 210:35-3-68
513	_____	_____	5. Does the school have a Safe School Committee? 70 O.S. § 24-100
535	_____	_____	6. Does the school have a Healthy and Fit School Advisory Committee? 70 O.S. § 24-100a
517	_____	_____	7. Does the high school graduation policy require the minimum 23 units or sets of competencies? 70 O.S. § 11-103.6; OAC 210:35-9-31
519	_____	_____	8. Does the high school offer the mandated 38 units of credit? (4 units may be carryover units) OAC 210:35-9-31
507	_____	_____	9. Is one fire drill conducted each semester as required? (Within 15 days each semester) 63 O.S. § 176
529	_____	_____	10. Is a minimum of two tornado drills conducted per school year, in which all students and school employees participate? (September and March) 63 O.S. § 681, OAC 210.35-3-186
534	_____	_____	11. Is there a minimum of one lockdown drill conducted each semester (or 2 per year), at each school site, in which all students and employees participate? 70 O.S. § 5-148
592	_____	_____	12. Is there a minimum of two intruder drills conducted per school year, in which all students And school employees participate (Within 15 days of the beginning of each semester)
596	_____	_____	13. Are two additional drills performed that are consistent with the risks assessed for the facility? 70 O.S. §5-149
536	_____	_____	14. Does the school have a diabetes medical management plan developed for each student with diabetes? 70 O.S. §1210.196.2

CAREER TECH COURSES List the area technology center elective courses needed to meet the 38-unit requirement of Standard IV (list only if needed to meet 38 units). The only courses that may be counted are those in which high school students from your district are enrolled.

- | | YES | NO | |
|-----|-------|-------|--|
| 539 | _____ | _____ | 15. Has the annual dropout report, for Grades 7-12, been presented to the local school board?
70 O.S. § 35 (e) |
| 541 | _____ | _____ | 16. Has this high school presented the Annual Student College Remediation Report to the local school board at a regular open meeting? OAC 210:35-25-4 |
| 542 | _____ | _____ | 17. Does this school have an automated external defibrillator? 70 O.S. § 1210.200 |
| 512 | _____ | _____ | 18. Are handbooks provided for students, parents, and teachers as required by the State Department of Education's regulation? OAC 210:35-3-69 |
| 514 | _____ | _____ | 19. Are all students enrolled in a minimum of six periods of rigorous instruction? Do transcripts document that the curricular requirements that are appropriate for specific grade levels are being met? (except those exempt under Senate Bill 226) 70 O.S. § 11-103.6 |
| 515 | _____ | _____ | 20. Is the district requiring all students (including seniors) to attend school for the full term?
OAC 210:35-3-47 |
| 516 | _____ | _____ | 21. Is concurrent enrollment information provided to students? Are there policies in place that appropriately reflects the district's method of student selection, transcription of grades, and calculation of GPA? 70 O.S. § 628.13 |
| 520 | _____ | _____ | 22. Is the district in compliance with the ten-day activity rule and maintaining adequate records of days missed by individual students for such activities? OAC 210:35-17-2 |
| 530 | _____ | _____ | 23. Does the school maintain a file of letters signed by parents or legal guardians of students who chose to Opt Out? (Not the students enrolled in the COLLEGE-Prep Curriculum.) 70 O.S. § 11-103.6 |
| 544 | _____ | _____ | 24. *Is a current Home Language Survey Form on file for each Bilingual student that was listed on the Accreditation Report? (A home language survey form must be completed every year with current test data) 70 O.S. § 3-104 |
| 505 | _____ | _____ | 25. Are all teachers teaching with proper credentials/endorsement? 70 O.S. § 6-101 |
| 510 | _____ | _____ | 26. Are required guidance personnel employed? (One counselor to each 450 students; no district having less than ½ time counselor) Is there a written description of the guidance And counseling program on file and implemented according to the current plan?
OAC 210:35-3-106 |
| 543 | _____ | _____ | 27. Does the school have a minimum of one certified teacher and one noncertified staff member at this school site that is trained in CPR and the Heimlich maneuver?
70 O.S. § 1210.199 |

Certified Teacher trained in CPR _____
 Certified Teacher trained in the Heimlich maneuver _____
 Noncertified Staff trained in CPR _____
 Noncertified Staff trained in the Heimlich maneuver _____

Drivers Education

521

28. Do each of the driver education instructors at this site have:
- A current instructor certification, Assurances and Permit (ICAP) from, signed by SDE and the DPS, for all semesters taught.
 - A current year's Driver Education Permit (DE Permit) signed by DPS
 - A completed student roster for each class, listed each students name, birth date, grade level and student's ID number from their student Certificate of Enrollment/Completion (green card)
- OAC 210:15-19-4

522

29. Do all driver education vehicles used at this site have:
- Dual controls in working condition, side-view mirrors (left and right).
 - Front and rear seat belts for all occupants of the vehicle?
 - Exterior "Student Driver" signs clearly visible from both front and rear.

523

30. Does the school district maintain:
- All students Certificate of Enrollment/Completion (green) cards are in a secured administration area and not accessible to students?
 - A course schedule which reflects enough class time for the required minimum of 30-hours classroom instruction and 6-hours actual behind the wheel driving with a certified instructor?
- OAC 210:15-19-7

Ace Remediation

546

31. Does the site have an ACE remediation plan for those students not scoring at least satisfactory on required END of Instruction exams? 70 O.S. § 1210.523

547

32. Does the site provide opportunities to retake any End of Instruction exam at least three times each calendar year until a satisfactory score is obtained on Algebra I, English II, and 2 other required tests? 70 O.S. § 1210.523

548

33. Does the site document a student's failure to participate in remediation, including written acknowledgement by parents of the district's graduation requirements?
- OAC 210:10-13-16(b)(1)(E)

549

34. Does the site maintain an ACE Demonstration of Mastery cumulative record for those students not attaining at least a satisfactory score on any EOI exam? Are the highest EOI scores attained by the student documented on the transcript? OAC 210:10-13-16(c)

592

35. Are all certified staff members meeting the Highly Qualified specifications?

418

36. Are Standards of Performance and Conduct for Teachers distributed to all certified personnel annually? 70 O.S. § 6-101.21; 70 O.S. § 6-101.22

423

37. Are all probationary and career teachers evaluated according to state law and regulations? 70 O.S. § 6-101.3

410

38. Have all teachers received a copy of the Oklahoma Academic Standards/PASS Skills for the subjects taught? 70 O.S. § 11-103-6

Oklahoma State Department of Education

School Site Compliance Report: Middle School/Junior High School

County		District	Site
<u>PLANS and POLICIES</u>			
	YES	NO	
503	_____	_____	1. Does the library media meet state board regulations which apply to this site? OAC 210:35-7-61
504	_____	_____	2. Does the amount of library expenditures meet State Department of Education Regulations? OAC 210:35-5-74; 210:35-5-74
506	_____	_____	3. Are student dropout reports submitted to the Office of Alternative Education quarterly? 70 O.S. § 35e How many dropouts have been reported for this school year?
508	_____	_____	4. Does the school, through written reports and individual conferences, inform parents frequently and regularly about student progress? OAC 210:35-3-68
512	_____	_____	5. Are handbooks provided for students, parents and teachers as required by State Department of Education regulation? OAC 210:35-3-69
513	_____	_____	6. Does the school have a Safe School Committee? 70 O.S. § 24-100
535	_____	_____	7. Does the school have a Healthy and Fit School Advisory Committee? 70 O.S. § 24-100a
528	_____	_____	8. Are required guidance personnel employed? (One counselor to each 450 students; no district having less than ½ time counselor) A written description of the guidance and counseling program is on file and implemented according to the current plan. OAC 210:35-7-43
507	_____	_____	9. Is one fire drill conducted each semester as required? (Within the first 15 days of each semester). 70 O.S. § 5-149
529	_____	_____	10. Is a minimum of two tornado drills conducted per school year with all students and school employees participating? (One in September and one in March) 70 O.S. § 5-149
534	_____	_____	11. Is a minimum of one lockdown drill conducted per semester (or two per year) at each public school site in which all students and employees participate? 70 O.S. § 5-149
592	_____	_____	12. Is a minimum of two intruder drills conducted? (Within the first 15 days of each semester) 70 O.S. § 5-149
596	_____	_____	13. Are two additional drills performed that are consistent with the risks assessed for the facility? 70 O.S. § 5-147
542	_____	_____	14. Does the site have an automated external defibrillator? 70 O.S. § 1210-200
514	_____	_____	15. Are all ninth-grade students enrolled in a minimum of six periods of rigorous instruction? 70 O.S. § 11—103.6

- 520 ___ ___ 16. Is the district in compliance with the ten-day activity rule and maintaining adequate records of days missed by individual students for such activities. OAC 210:35-17-2
 - 530 ___ ___ 17. Does the school maintain a file of letters signed by parents or legal guardians of students who chose to Opt Out? (Not students enrolled in the COLLEGE-Prep)
 - 536 ___ ___ 18. Does the school have a diabetes medical management plan developed for each student? 70 O.S. § 1210:196.2
 - 550 ___ ___ 19. Have all 7th graders received one dose of Tdap vaccine? OAC 310:535-1-2
 - 544 ___ ___ 20. *Is a current Home Language Survey Form on file for each Bilingual student? 70 O.S. § 3-104
 - 505 ___ ___ 21. Are all teachers teaching with proper credential/endorsement 70 O.S. § 6-101
 - 511 ___ ___ 22. Is preparation time provided for all teachers? (200 minutes per week) OAC 210:35-7-41
 - 537 ___ ___ 23. Have all athletic coaches completed a course in Care and Prevention of Athletic Injuries? OAC 210:35-9-44; OAC 210:35-5-45
 - 543 ___ ___ 24. Does the school have a minimum of one certified teacher and one noncertified teacher Member at this school site that is trained in CPR and the Heimlich maneuver? 70 O.S. § 1210.199
- Certified Teacher trained in CPR _____
 Certified Teacher trained in the Heimlich maneuver _____

 Noncertified Staff trained in CPR _____
 Noncertified Staff trained in the Heimlich maneuver _____
- 592 ___ ___ 25. Are all certified staff members Highly Qualified?
 - 418 ___ ___ 26. Are Standards of Performance and Conduct for Teachers distributed to all certified personnel annually? 70 O.S. § 6-101.21, 70 O.S. § 6-101.22
 - 423 ___ ___ 27. Are all probationary and career teachers evaluated according to state law and regulations? 70 O.S. § 6-101.3
 - 410 ___ ___ 28. Have all teachers received a copy of the Oklahoma Academic Standards/PASS for the subject(s) taught? 70 O.S. § 11-103.6

Comments: _____

Oklahoma State Department of Education
School Site Compliance Report: Elementary School

County		District	Site
<u>PLANS and POLICIES</u>			
	YES	NO	
503	_____	_____	1. Does the library media meet state board regulations that apply to this site? OAC 210:35-5-71
504	_____	_____	2. Does the amount of library expenditures meet State Department of Education regulations? OAC 210:35-5-74
506	_____	_____	3. Are student dropout reports for seventh and eighth grades submitted to the Office of Alternative Education quarterly and in a timely manner? 70 O.S. § 35e How many dropouts have been reported for this school year?
508	_____	_____	4. Does the school, through written reports and individual conferences, inform parents frequently and regularly about student progress? OAC 210:35-3-68
512	_____	_____	5. Are handbooks provided for students, parents and teachers as required by State Department of Education regulation? OAC 210:35-3-69
513	_____	_____	6. Does the school have a Safe School Committee? 70 O.S. § 24-100
535	_____	_____	7. Does the school have a Healthy and Fit School Advisory Committee? 70 O.S. § 24-100a
528	_____	_____	8. Are required guidance personnel and/or services provided as required? Is a written description of the guidance and counseling program on file and implemented according to the current plan? OAC 210:35-3-106
507	_____	_____	9. Is one fire drill conducted each semester as required? (Within first 15 days of each semester.) 63 O.S. § 176
529	_____	_____	10. Is a minimum of two tornado drills conducted per school year, in which all students and school employees participate? (September and March) 63 O.S. § 681, OAC 210:35-3-168
534	_____	_____	11. Is a minimum of one lockdown drill conducted per semester (or 2 per year), at each school site in which all students and employees participate? 70 O.S. § 5-148
591	_____	_____	12. Is a minimum of two intruder drills conducted? (Within first 15 days of each semester) 63 O.S. § 176
596	_____	_____	13. Are two additional drills performed that are consistent with the risks assessed for the facility? 70 O.S. § 5-149
542	_____	_____	14. Does this school have an automated external defibrillator? 70 O.S. § 1210.200
520	_____	_____	15. Is the district in compliance with the ten-day activity rule and maintaining adequate records of days missed by individual students for activities? OAC 210:35-17-2

YES NO

- 16. Does the site offer a program of reading instruction to students identified as reading below grade level in grades K-4 and continue the program until the student is reading at grade level? 70 O.S. § 1210.508C(B) and (H)
- 17. Does the site have documentation of written parental notification to students as required 70 O.S. § 1210.508C, and do the notifications meet legal requirements?
 -Beginning/Middle/End of Year parental notification that student is not reading at grade level in grades K-4 [(I)] _____
 -Notification to parents of third grade students exempted from retention requirements (promoted) for demonstrating grade level proficiency on a screening instrument [(H)] _____
 -Notification to parents of third grade students promoted after scoring Limited Knowledge on the OCCT [(H)] _____
 -Notification to parents of third grade students determined to receive Probationary Promotion after SRPT meets [(H)] _____
 -Notification to parents of third grade students determined to be retained [(N)] _____
- 18. Does the site ensure the Student Reading Proficiency Team requirements for promotion/development of APP plans have been met? 70 O.S. § 1210.508C(H)
- 19. Does the site provide intensive reading instruction/alternate school day to any student promoted under RSA sections (H) and (K)? 70 O.S. § 1210.508C (Good Cause Exemptions, Limited Knowledge, Probationary Promotions)
- 524 20. Does the 4-year-old class size meet regulations? (20 children in a group; adult child ratio shall not exceed 1:10) OAC 210:35-5-41
- 525 21. Are 4-year-old classes open to all students regardless of socioeconomic status? 70 O.S. § 11-103.7
- 536 22. Does the school have a diabetes medical management plan developed for each student with diabetes? 70 O.S. § 1210.196.2
- 550 23. Have all 7th graders received one dose of Tdap vaccine? OAC 310:535-1-2
- 544 24. *Is a current Home Language Survey Form on file for each Bilingual student that was listed on the Accreditation Report? (A home language survey form must be completed with current test data) 70 O.S. § 3-104
- 590 25. Do the full day kindergartners thru 5th graders receive 120 minutes per week of Physical Education? 70 O.S. § 11-103.9
- 505 26. Are all teachers teaching with proper credential/endorsement? 70 O.S. § 6-101
- 511 27. Is preparation time provided for all teachers? (200 minutes per week.) OAC 210:35-5-42
- 543 28. Does the school have a minimum of one certified teacher and one noncertified staff member at this school site that is trained in CPR and the Heimlich maneuver? 70 O.S. § 1210.199

Certified Teacher trained in CPR _____
 Certified Teacher trained in the Heimlich maneuver _____
 Noncertified Staff trained in CPR _____
 Noncertified Staff trained in the Heimlich maneuver _____

Elementary

- | | | | |
|------------|-------|-------|---|
| 592 | _____ | _____ | 29. Are all certified staff members meeting the Highly Qualified specifications? |
| 418 | _____ | _____ | 30. Are Standards of Performance and Conduct for Teachers distributed to all certified personnel annually? 70 O.S. § 6-101.21; 70 O.S. § 6-101.22 |
| 423 | _____ | _____ | 31. Are all probationary and career teachers evaluated according to state law and regulations? 70 O.S. § 6-101.3 |
| 410 | _____ | _____ | 32. Have all teachers received a copy of the Oklahoma Academic Standards/PASS Skills for the subject(s) taught? 70 O.S. § 11-103-6 |

Comments: _____

**Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599**

SCHOOL SITE COMPLIANCE REPORT: CHARTER SCHOOL

County		Sponsoring District	Site
CHARTER SCHOOL REQUIREMENTS			
	YES	NO	
	_____	_____	1. Have the district treasurers and all encumbrance clerks received the minimum of 12 hours of training on school finance laws? 70 O.S. § 5-190 Have they completed 12 hours of continuing education every 3 years?
502	_____	_____	2. Does the site provide educational services to suspended and expelled students? 70 O.S. § 3-136 A (12), 70 O.S. § 24-101.3
801	_____	_____	3. Does the charter school provide necessary data to the Office of Accountability? 70 O.S. § 3-136 A (4)
802	_____	_____	4. Does the charter school use the Oklahoma Cost Accounting System to report financial transactions to the sponsoring district? 70 O.S. § 3-136 A (6)
803	_____	_____	5. Does the charter school provide education to children with disabilities in compliance with all federal and state laws? 70 O.S. § 3-136 A (7)
804	_____	_____	6. Does the charter school provide a free education without tuition or fees? 70 O.S. § 3-136 A (10)
406	_____	_____	7. Are the school year and day in compliance with state law and regulation? 70 O.S. § 3-136 A (11)
527	_____	_____	8. Are all first graders attending school at least 6 hours each day during the 180-day school year? 70 O.S. § 1-111 (SB 289)
805	_____	_____	9. Does the charter school comply with the Oklahoma Open Meeting Act and the Oklahoma Open Records Act? 70 O.S. § 3-136 A (16)
806	_____	_____	10. Is the governing body of the charter school in compliance with the conflict of interest requirements? 70 O.S. § 3-136 A (17)
807	_____	_____	11. Does the charter of the charter school include a description of the personnel policies, personnel qualifications and method of school governance, and the specific role and duties of the sponsor of the charter school? 70 O.S. § 3-136 B
544	_____	_____	12. Is a current Home Language Survey on file for each Bilingual student that was listed on the Accreditation Report? 70 O.S. § 3-104
530	_____	_____	13. Does the school maintain a file of letters signed by parents or legal guardians of students who are enrolled in the CORE Curriculum? (Not the students enrolled in the COLLEGE-Prep Curriculum.) 70 O.S. § 11-103.6
SAFETY LAWS			
808	_____	_____	14. Are all vehicles, used to transport school children by the charter school, equipped with a safety belt or a safety harness for the driver? 70 O.S. § 24-121
809	_____	_____	15. Is the charter school in compliance with the Safe Workplace and Safety Training of Employees Act? 40 O.S. § 403
507	_____	_____	16. Are two fire drills conducted each school year as required? (Within first 15 days of each semester.) 63 O.S. § 176
513	_____	_____	17. Does the charter school have a Safe School Committee? 70 O.S. § 24-100
810	_____	_____	18. Does the charter school provide safety goggles as required? 70 O.S. § 24-117
811	_____	_____	19. Is the charter school in compliance with the requirements for reporting child abuse or neglect? 10 O.S. § 7103; 21 O.S. § 826
439	_____	_____	20. Does the charter school have a policy for Bullying and Harassment? 70 O.S. § 24-100.3
442	_____	_____	21. Is the district in compliance with the federal requirements for drug testing for school bus drivers? OAC 210:30-5-1

	YES	NO	
444	_____	_____	22. Does a qualified inspector perform bus inspections during the 30 days prior to the first day of school? 70 O.S. § 9-101.1
447	_____	_____	23. Does the charter school have a written plan with procedures in place to protect students, faculty, administration and visitors from natural and man-made disasters (i.e., tornados and other disasters)? (Plan is on file in each charter school <i>AND the local emergency management organizations.</i>) 63 O.S. § 681
529	_____	_____	24. Is there a minimum of two tornado drills conducted per school year, in which all students and school employees participate?(<i>September and March</i>) 63 O.S. § 681; OAC 210.35-3-186
451	_____	_____	25. Is a program offered to all teachers (certified personnel) which includes a component of training on recognition and reporting of child abuse and neglect? Is the program offered at least once a year? 70 O.S. § 6-194.3
534	_____	_____	26. Is there a minimum of one lockdown drill conducted each semester (2 per year) at each public school site as required, in which all students and employees participate? 70 O.S. § 5-148
596	_____	_____	27. Are two additional drills performed that are consistent with the risks assessed for the facility? 70 O.S. §5-149
591	_____	_____	28. Is there a minimum of two intruder drills conducted? (Within the first 15 days of each semester) 63 O.S. § 176
SAFETY RULES			
441	_____	_____	29. Have all school bus drivers had the required health examination, and obtained a Commercial Drivers License? OAC 210:30-5-1
440	_____	_____	30. Are school bus emergency evacuation drills performed as required? (Recommend: One within the first two weeks of each semester.) OAC 210:39-5-1
443	_____	_____	31. Are daily pretrip bus inspections performed and kept on file? OAC 210:30-5-1
456	_____	_____	32. Are annual inservice forms for all bus drivers on file at the district office? OAC 210:35-5-1
542	_____	_____	33. Does this school have an automated external defibrillator? 70 O.S. § 1210.200
DRIVERS EDUCATION			
If the district offers driver education during the regular school term please complete the following:			
521	_____	_____	34. Do each of the driver education instructors at this site have: <ul style="list-style-type: none"> a. A current year's Instructor Certification, Assurances and Permit (ICAP) form, signed by State Department of Education (SDE) and the Department of Public Safety (DPS), for all semesters taught. b. A current year's Driver Education Instructor Permit signed by DPS. c. A completed student roster for each class, listing each student's name, birthdate, grade level and the student's ID number from their student Certificate of Enrollment/Completion (green card).
	210:15-19-4		
522	_____	_____	35. Do all driver education vehicles used at this site have: <ul style="list-style-type: none"> a. Dual controls in working condition, side-view mirrors (left and right). b. Front and rear seat belts for all occupants of the vehicle? c. Exterior "Student Driver" signs clearly visible from both front and rear?
	210:15-19-12		
523	_____	_____	36. Does the school district maintain: <ul style="list-style-type: none"> a. All student Certificate of Enrollment/Completion (green) cards in a secured administration area not accessible to students. b. A course schedule which reflects enough class time for the required minimum of 30-hours classroom instruction and 6-hours actual behind-the-wheel driving with with a certified instructor?
	210:15-19-7		
HEALTH LAWS			
813	_____	_____	37. Does the charter school prohibit smoking and the use of any form of tobacco in the buildings and on the grounds during the hours and times specified in statute? 70 O.S. § 1-15

	YES	NO	
814	_____	_____	38. Do all students have the required immunizations or are in the process of receiving them prior to their admission to school? 70 O.S. § 1210.191
815	_____	_____	39. Is the charter school in compliance with the requirements for:
	_____	_____	Asbestos Hazardous Emergency Response Act? 15 U.S.C. 2641; CFR 763
	_____	_____	Oklahoma Hazard Communication Standard? 40 O.S. § 401-424
	_____	_____	Drug-Free Schools Act? 20 U.S.C. § 7101
	_____	_____	Vision Screening for Kindergarten, First and third-grade students? OAC 210:35-3-109
	_____	_____	Student Smoking Bans? 63 O.S. § 1-1523; 20 U.S. 6081
	_____	_____	AIDS Prevention Education? 70 O.S. § 11-103.3
	_____	_____	Confidentiality of AIDS Infected Student Multidisciplinary Team? 63 O.S. § 1-502.2
432	_____	_____	40. Does the charter school have a written policy to be followed by the classroom teachers in cases involving students who appear to be under influence of nonintoxicating substances, alcoholic beverages or controlled dangerous substances? 70 O.S. § 24-138
531	_____	_____	41. HIGH SCHOOL: Does the district provide incentives to encourage healthy food choices by high school students? O.S. § 5-147
532	_____	_____	42. MIDDLE SCHOOL/JUNIOR HIGH SCHOOL: Does the middle school/ junior high school restrict access to foods of minimal nutritional value? (Except after school, at events which take place in the evening or special occasions.) (Diet soda with less than [10] calories per bottle or can is the only exception.) 70 O.S. § 5-147
533	_____	_____	43. ELEMENTARY SCHOOL: Does the elementary school restrict access to foods of minimal nutritional value? (Except on special occasions.) 70 O.S. § 5-147
450	_____	_____	44. Does the district have a Wellness Policy? Has the district Wellness Policy been filed with the State Department of Education? 70 O.S. § 5-147 (SB 1459)
453	_____	_____	45. Did the district distribute information on Meningococcal Meningitis? 70 O.S. § 1210.199
449	_____	_____	46. Does the district contract with a provider for CPR training? 70 O.S. § 1210.199
543	_____	_____	47. Does the school have a minimum of one certified teacher and one noncertified staff member at this school site that is trained in CPR and the Heimlich maneuver? 70 O.S. § 1210.199
			Certified Teacher trained in CPR. _____
			Certified Teacher trained in the Heimlich maneuver. _____
			Noncertified Teacher trained in CPR. _____
			Noncertified Teacher trained in the Heimlich maneuver. _____
590	_____	_____	48. Do the students in full-day Kindergarten through Grade 5 receive 60 minutes per week of Physical Education? 70 O.S. § 11-103.9
			HEALTH RULES
425	_____	_____	49. Does the charter school have an AIDS prevention education plan that is in compliance with state law and regulation? 70 O.S. § 11-103.3; OAC 210:10-112
816	_____	_____	50. Are services of a nurse available? OAC 210:35-3-107
437	_____	_____	51. Does the charter school have specific procedures to be followed in regard to accidents, emergencies and disasters? OAC 210:35-3-107
446	_____	_____	52. Does the charter school have a policy to permit the self-administration of inhaled asthma medication by a student if authorized in writing by the parent and physician? 70 O.S. § 1-16.3
535	_____	_____	53. Does the school have a Healthy and Fit School Advisory Committee? 70 O.S. § 24-100a
536	_____	_____	54. Does the school have a diabetes medical management plan developed for each student with diabetes? 70 O.S. § 1210.196.2
			INSURANCE LAWS
817	_____	_____	55. Is the charter school in compliance with the Federal Unemployment Tax Act (FUTA)? 26 U.S.C. § 3301
818	_____	_____	56. Is the charter school in compliance with the Employment Security Act? 40 O.S. § 1-101

	YES	NO	
819	_____	_____	57. Is the charter school in compliance with the State and Education Employees Group Insurance Act? 74 O.S. § 1301
820	_____	_____	58. Is the charter school in compliance with the requirements for a Health Insurance Plan? 70 O.S. § 5-117.5
821	_____	_____	59. Is the charter school in compliance with the requirements for Procedure of Payment? (health insurance) 74 O.S. § 1310.1
822	_____	_____	60. Is the charter school in compliance with the requirements of Payment of Additional Salary in Lieu of Employee Insurance? 70 O.S. § 5-140
839	_____	_____	61. Is the charter school in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA)? 20 U.S.C. 1232 (g)
823	_____	_____	62. Is the charter school in compliance with requirements regarding records of disabled students? 34 CFR 300.562-573
824	_____	_____	63. Does the charter school provide education that is free from discrimination based on religion, age, sex or pregnancy? 42 U.S.C. § 2000e; 29 U.S.C. § 621; 42 U.S.C. § 2000e(k); 70 O.S. § 6-104; 29 U.S.C. 206(d)(1); 25 O.S. § 1301; Title IX, Title VII.
825	_____	_____	64. Does the charter school provide athletic programs that are free from sex discrimination? Title IX
826	_____	_____	65. Does the charter school provide education in compliance with the requirements of the Rehabilitation Act of 1973 (Section 504), American with Disabilities Act, Civil Rights Act of 1963 and Amendments of 1974, Individuals with Disabilities Education Act? 29 U.S.C. § 701; 42 U.S.C. § 12101; 42 U.S.C. 2000C-2; Public Law 105-17

Comments: _____

**Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599**

SCHOOL SITE COMPLIANCE REPORT: CAREER AND TECHNOLOGY CENTER

	County		District	Site
	YES	NO		
	_____	_____	1. Has the State Board of Education granted the school deregulation from any accreditation standards? If deregulated, which accreditation standard number? _____	
602	_____	_____	2. Is documentation available from the sending schools local board approving mathematics and science courses to be counted for graduation credits?	
603	_____	_____	3. Are the school day and year in compliance with state law and regulation?	
604	_____	_____	4. Is the Comprehensive Local Education Plan reviewed and revised annually? Philosophy/Mission Statement Site Improvement Plan Capital Improvement Plan Alternative Education Plan	
605	_____	_____	5. Are all certified personnel properly certified and assigned?	
606	_____	_____	6. Are teaching licenses/certificates on file for each certified employee?	
607	_____	_____	7. Are official college transcripts on file for each certified employee?	
608	_____	_____	8. Is there a signed loyalty oath on file for each certified employee?	
609	_____	_____	9. Does the district file permanent records of staff and students in a fireproof vault or have duplicate copies in a building separate from where the original copies are filed?	
610	_____	_____	10. Is a written policy for student withdrawal in place?	
611	_____	_____	11. Are provisions made for students to receive 4 units of credit when approved conditions are met?	
612	_____	_____	12. Do secondary programs outside the regular day meet approved criteria? Same curriculum as day program Classes conducted no more than 2 evenings Classes meet 65 hrs for 1/2 unit, 130 hours for 1 unit.	
613	_____	_____	13. Are Sophomore students enrolled with agreement of the sending school and the receiving school and a letter of approval is on file?	
614	_____	_____	14. Is a written description of the health services program on file?	
615	_____	_____	15. Do students with Individual Education Programs (IEP) have a vocational representative on the IEP team?	
616	_____	_____	16. Are the Standards of Performance and Conduct for teachers distributed to all certified personnel annually?	

	YES	NO	
617	_____	_____	17. Are local board of education of Career Technology School policies adopted with public input and made available to staff, students, and community?
618	_____	_____	18. Is a written policy for the evaluation of teachers and administrators in place and contain the required minimum criteria?
619	_____	_____	19. Does the school have a written policy to be followed by classroom teachers In cases involving students who appear to be under the influence of nonintoxicating substances, alcoholic beverages or controlled dangerous substances?
620	_____	_____	20. Does the school have a policy for the control and discipline of its students?
621	_____	_____	21. Does the school have certified and support personnel policies?
622	_____	_____	22. Have all school bus drivers had the required health examination, obtained a CDL and Oklahoma bus driving certificate, and met requirements for random drug tests?
623	_____	_____	23. Are school bus emergency evacuation drills performed as required? (Recommended: one within the first two weeks of each semester.)
646	_____	_____	24. Are two fire drills conducted each year as required? (Within the first 15 days of <u>each</u> semester.) 70 O.S. § 5-149
591	_____	_____	25. Is there a minimum of two intruder drills conducted? (Within the first 15 days of each semester) 63 O.S. § 176
624	_____	_____	26. Is the annual financial audit available for inspection as required by law?
625	_____	_____	27. Are mandated reports submitted in a timely manner?
626	_____	_____	28. Does the institution's written philosophy express the scope of responsibilities to all student groups whom it seeks to serve (secondary, postsecondary, all special populations and both genders, faculty, staff, community)?
627	_____	_____	29. Do the administrative staff and faculty hold the appropriate credentials of certification and seek to update professional skills? (Area school administrator's credential)
628	_____	_____	30. Does the administration support the training programs by providing quality up-to-date equipment and supplies including special equipment and auxiliary aids for special needs students?
629	_____	_____	31. Does the administration regularly monitor safety standards and practices throughout the institution and correct any deficiencies?
630	_____	_____	32. Does the administration ensure that students are afforded the opportunity to participate in the activities of an appropriate student organization?
631	_____	_____	33. Does the institution provide career guidance services to students?
632	_____	_____	34. Are guidance and counseling personnel assigned duties consistent with specific professional preparation?

	YES	NO	
638	_____	_____	35. Is a written description of the guidance and counseling program on file and implemented according to the current plan? OAC 210:35-3-106
633	_____	_____	36. Does the administrative staff evaluate all staff members?
634	_____	_____	37. Does the administrative staff use the evaluation results to identify areas of professional growth needs?
635	_____	_____	38. Are policies developed for the release of private student information and strictly adhered to as per the requirements of the Family Educational Rights and Privacy Act (FERPA)?
636	_____	_____	39. Does the institution maintain a written public relations plan that seeks to interpret the institution to the community?
637	_____	_____	40. Is the working relationship between the governing board and the superintendent such as to facilitate effective administration and operation of the school and entire district?
639	_____	_____	41. Is there a minimum of two tornado drills conducted per school year, in which all students and school employees participate? (September and March) 63 O.S. § 681, OAC 210.35-3-186 Such drills shall conform to the written plans and procedures adopted by the district for
596	_____	_____	42. Are two additional drills performed that are consistent with the risks assessed for the facility? 70 O.S. §5-149
640	_____	_____	43. Is there a minimum of one lockdown drill conducted at each public school site each semester(or 2 per year), in which all students and employees participate? 70 O.S. § 5-148
641	_____	_____	44. Annual inservice forms for all bus drivers are on file at the district office?
642	_____	_____	45. Does the school have a diabetes medical management plan developed for each student with diabetes? 70 O.S. §1210.196.2
643	_____	_____	46. Does this school have an automated external defibrillator? 70 O.S. § 1210.200
644	_____	_____	47. Are all certified staff members meeting the Highly Qualified specifications?
645	_____	_____	48. Does the school have a minimum of one certified teacher and one noncertified Staff member at this school site that is trained in CPR and the Heimlich maneuver? 70 O.S. § 1210.199
			Certified Teacher trained in CPR _____
			Certified Teacher trained in the Heimlich maneuver _____
			Noncertified Staff trained in CPR _____
			Noncertified Staff trained in the Heimlich maneuver _____

*Indicates new wording or new law

Comments:

**Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599**

INTERLOCAL COMPLIANCE REPORT

	County		District
	YES	NO	
	_____	_____	1. Has the State Board of Education granted the Interlocal a deregulation or statutory waiver from any accreditation standard or state law? If yes, cite OAC number or O.S. number? _____
	_____	_____	2. Has the Interlocal treasurer and all encumbrance clerks received the minimum of 12 hours of training on school finance laws? 70 O.S. § 5-190 Have they completed 12 hours of continuing education every 3 years?
405	_____	_____	3. Are mandated reports submitted in a timely manner? 70 O.S. § 3-104
406	_____	_____	4. Are the school year and day in compliance with state law and regulation? 70 O.S. § 1-109-111
407	_____	_____	5. Does the Interlocal file permanent records of staff and students in a fireproof vault or have duplicate copies in a building separate from where the original copies are filed? OAC 210:35-3-47-9
410	_____	_____	6. Does the Interlocal have a written curriculum that includes the <i>Priority Academic Student Skills</i> ? a) Is this written curriculum followed by the Interlocal? b) Have all teachers received a copy of the <i>Priority Academic Student Skills</i> ? OAC 210:35-3-66
507	_____	_____	7. Is one fire drill conducted each semester as required? (Within the first 15 days of each semester 63 O.S. § 176
529	_____	_____	8. Is there a minimum of two tornado drills conducted per school year, in which all students and Interlocal employees participate? 63 O.S. § 681; OAC 210:35-3-186
534	_____	_____	9. Is a minimum of one lockdown drill conducted per semester (or 2 per year), at each School site in which all students and employees participate? 70 O.S. § 5-148
591	_____	_____	10. Is a minimum of two intruder drills conducted? (Within the first 15 days of each Semester? 63 O.S. § 176
596	_____	_____	11. Are two additional drills performed that are consistent with the risks assessed for the Facility? 70 O.S. § 5-149
524	_____	_____	12. Does the 4-year-old class size meet regulations? (20 children in a group; adult child ratio shall not exceed 1:10) OAC 210:35-5-41
525	_____	_____	13. Are 4-year-old classes open to all students regardless of socioeconomic status? 70 O.S. § 11-103.7
411	_____	_____	<u>PERSONNEL</u> 14. Is a residency committee in place for each entry level teacher? 70 O.S. § 6-182

	YES	NO	
412	_____	_____	15. Does the Interlocal have required personnel who hold a valid license/certificate? OAC 210:35-3-86
413	_____	_____	16. If an adjunct teacher is employed, has the Interlocal: a) <i>obtained</i> local board approval; b) <i>processed</i> a felony search report; c) notified Professional Standards at the State Department of Education. OAC 210:20-37-1
414	_____	_____	17. Are teaching licenses/certificates on file for each certified employee? OAC 210:35-3-86
415	_____	_____	18. Are official college transcripts on file for each certified employee? OAC 210:35-3-86
416	_____	_____	19. Is there a signed loyalty oath on file for each employee? 51 O.S. § 36.1
417	_____	_____	20. Do all teacher assistants have a high school diploma? 70 O.S. § 6-127
418	_____	_____	21. Are the Standards of Performance and Conduct for Teachers distributed to all certified personnel annually? 70 O.S. § 6-101.2
419	_____	_____	22. Is a written policy for the evaluation of teachers and administrators in place and contain the required minimum criteria? 70 O.S. § 6-101.10
420	_____	_____	23. Have all administrators responsible for the evaluation of teachers been trained in the minimum criteria? 70 O.S. § 6-101.10
421	_____	_____	24. Is the Interlocal in compliance with the laws governing substitute teachers? 70 O.S. § 6-105
423	_____	_____	25. Are all probationary and career teachers evaluated according to state law and regulations? 70 O.S. § 6-101.10
445	_____	_____	26. Do all contracts for employment of teachers or administrators include the required categories? 70 O.S. § 6-101.6
451	_____	_____	27. Is a program offered to all teachers (certified personnel) which includes a component of training on recognition and reporting of child abuse and neglect? Is the program offered at least once a year? 70 O.S. § 6-194.3
511	_____	_____	28. Are all teachers provided appropriate planning time? (High school-225 minutes per week; Elementary school-200 minutes per week.)
			<u>HEALTH</u>
427	_____	_____	29. Is a written description of the health services program on file? OAC 210:35-3-107
446	_____	_____	30. Does the Interlocal have a policy to permit the self-administration of inhaled asthma medication by a student if authorized in writing by the parent and physician? 70 O.S. § 1-116.3

	YES	NO	
453	_____	_____	31. Did the Interlocal distribute (after November 1, 2006) information on Meningococcal Meningitis? 70 O.S. § 1210.199
536	_____	_____	32. Does the school have a diabetes medical management plan developed for each student With diabetes? 70 O.S. § 1210.196.2
543	_____	_____	33. Does the school have a minimum of one certified teacher and one noncertified Staff member at this school site that is trained in CPR and the Heimlich maneuver? 70 O.S. § 1210.199
			Certified Teacher trained in CPR. _____
			Certified Teacher trained in the Heimlich maneuver. _____
			Noncertified Staff trained in CPR. _____
			Noncertified Staff trained in the Heimlich maneuver. _____
455	_____	_____	34. Does the Interlocal report annually by June 1 st the number of Kindergarten, first and third grade students who submitted certification of a completed vision screening, and also the number of students who received a comprehensive eye exam from an optometrist or ophthalmologist? OAC 210:35-3-109
			<u>POLICIES</u>
429	_____	_____	35. Does the Interlocal have a policy addressing travel reimbursement? 70 O.S. § 5-117
430	_____	_____	36. Are Interlocal board policies adopted with public input and made available to staff, students, and community? OAC 210:35-3-48
431	_____	_____	37. Does the Interlocal have a policy concerning the criteria to be used in the evaluation and selection of materials for the library media program? OAC 210:35-13-81
432	_____	_____	38. Does the Interlocal have a written policy to be followed by classroom teachers in cases involving students who appear to be under the influence of nonintoxicating substances, alcoholic beverages or controlled dangerous substances? 70 O.S. § 24-102
433	_____	_____	39. Does the Interlocal have a policy on felony record searches? 70 O.S. § 5-142
435	_____	_____	40. Does the Interlocal have certified and support personnel policies? 70 O.S. § 5-117
452	_____	_____	41. Does the Interlocal provide incentives to encourage healthy food choices by high school students? 70 O.S. § 5-147
437	_____	_____	42. Does the Interlocal have specific procedures to be followed in regard to administration of medicines, accidents, emergencies and disasters, as well as the reporting of child abuse and child neglect? OAC 210:35-3-10
447	_____	_____	43. Does the Interlocal have a written plan with procedures in place to protect students, faculty, administration, and visitors from natural and man-made disasters? (i.e., tornados, and other disasters. The Plan is on file in each district AND with the local emergency management organization within the district.) 70 O.S. § 63-681 (HB 1512)
448	_____	_____	44. Is there a minimum of two tornado drills conducted per school year, in which all students and school employees participate? Such drills shall conform to the written plans and procedures adopted by the Interlocal for protecting against natural and man-made disasters and emergencies as required? 63 O.S. § 681; OAC 210:35-3-186

	YES	NO	
454	_____	_____	45. Does the Interlocal meet the mandate for Celebrate Freedom Week? 70 O.S. § 5-148
509	_____	_____	46. Are attendance records updated daily? OAC 210:35-3-47
513	_____	_____	47. Does the Interlocal have a Safe School Committee? 70 O.S. § 24-100
409	_____	_____	48. Are procedures in place to ensure the observance of a minute of silence? 70 O.S. § 11-101.2
	_____	_____	49. Have all teachers received a copy of the Oklahoma Academic Standards/PASS Skills for the subject(s) taught? 70 O.S. § 11-103-6
			<u>TRANSPORTATION</u>
	_____	_____	50. Does the Interlocal provide transportation?
456	_____	_____	51. Are annual inservice forms for all bus drivers on file in the Interlocal's office? OAC 210:30-5-1
440	_____	_____	52. Are school bus emergency evacuation drills performed as required? (Recommended: One within the first two weeks of each semester.) OAC 210:30-5-1
441	_____	_____	53. Have all school bus drivers had the required health examination, CDL and Oklahoma bus driving certificate? OAC 210:30-5-1
442	_____	_____	54. Is the Interlocal in compliance with the federal requirements for drug testing for school bus drivers? OAC 210:30-5-1
443	_____	_____	55. Are daily pretrip bus inspections being made and reported? OAC 210:30-5-1
444	_____	_____	56. Were all school buses inspected 30 days prior to the first day of school by a certified inspector in accordance with state law? 70 O.S. § 9-101.1

Comments: _____

**Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599**

SCHOOL SITE COMPLIANCE REPORT: ALTERNATIVE EDUCATION

	County		District	Site
	YES	NO		
	_____	_____		1. Are you participating in an Alternative Education Academy Co-op? If yes, what district serves as the LEA? _____
302	_____	_____		2. Is the alternative program available to serve students for a minimum of 4 hours, 12 minutes of instructional time per day? OAC 210:35-29-2
303	_____	_____		3. Has the annual alternative education plan been submitted, including the 17 criteria? 70 O.S. § 1210.568-569
304	_____	_____		4. Are all teachers and administrators properly certified?
305	_____	_____		5. Is each certified teacher in the program(s) paid a 5 percent (5%) increment above the designated step for that teacher within the adopted salary schedule of the district? 70 O.S. § 1210-565
306	_____	_____		6. Has a criminal record search been conducted on all personnel currently employed? OAC 210:35-29-6

In addition to meeting the statutory and standards requirements for accreditation cited above, state-funded alternative education programs must also meet evaluation criteria. These include compliance with the 17 criteria for alternative education programs and an analysis of the program's results. Information about the program's compliance with these evaluation criteria is provided to the State Board of Education and the State Legislature by the technical assistance provider.

_____	_____
Date	Regional Accreditation Officer
_____	_____
Date	Principal

407	_____	_____	1. Does the district file permanent records of staff and students in a fireproof vault or have duplicate copies in a building separate from where the original copies are filed? OAC 210:35-3-47; 70 O.S. § 24-114
409	_____	_____	2. Are procedures in place to ensure the observance of a minute of silence? 70 O.S. § 11-101.2
454	_____	_____	3. Is the school district meeting the mandate for Celebrate Freedom Week? 70 O.S. § 24-152.
425	_____	_____	4. Does the district have an AIDS prevention education plan that is in compliance with state law and regulations? 70 O.S. § 11-103.3; OAC 210:10-1-12
429	_____	_____	5. Does the district have a policy addressing travel reimbursement? 70 O.S. § 5-117
430	_____	_____	6. Are local school board policies adopted with public input and made available to staff, students and community? OAC 210:35-3-48
432	_____	_____	7. Does the district have a written policy to be followed by classroom teachers in cases involving students who appear to be under the influence of non-intoxicating substances, alcoholic beverages or controlled dangerous substances? 70 O.S. § 24-102
434	_____	_____	8. Does the district have a policy for the control, discipline and suspension of students? 70 O.S. § 24-101.3
435	_____	_____	9. Does the district have certified and support personnel policies? 70 O.S. § 5-117
436	_____	_____	10. Does the district provide the opportunity for proficiency-based promotion to all students at least two times during the school year? 70 O.S. § 11-103.6; OAC 210:35-27-2
445	_____	_____	11. *Do all contracts for employment of teachers or administrators include the required categories? 70 O.S. § 6-101.6
427	_____	_____	12. Is a written description of the health services program on file? OAC 210:35-3-107
437	_____	_____	13. Does the district have specific procedures to be followed in regard to administration of medicines, accidents, emergencies and disasters, as well as the reporting of child abuse and child neglect? OAC 210:35-3-107
446	_____	_____	14. Does the district have a policy to permit the self-administration of inhaled asthma medication by a student if authorized in writing by the parent and physician? 70 O.S. § 1-116.3
502	_____	_____	15. Do all sites provide educational services to suspended students? 70 O.S. § 24-101.3
532	_____	_____	16. Do school sites restrict access to foods of minimal nutritional value? (Except after school, at events which take place in the evening or on special occasions.) 70 O.S. § 5-147

Alternative Education Academy Program Monitoring Checklist

Date of Monitoring Visit _____ Time of Monitoring Visit _____

Person Completing Monitoring Visit _____

School County _____ School District _____

Name of Alternative Education Program _____

Name of Program Contact Person _____

Number of students enrolled on the date of the monitoring visit _____

Number of students in attendance on the date of the monitoring visit _____

Number of students per classroom teacher _____

- The classroom/building offers adequate lighting, ventilation, and temperature control consistent with the facilities in the traditional school.
- The alternative education students have access to clean rest room facilities consistent with the facilities in the traditional school.
- The alternative education students have access to food services consistent with services in the traditional school in terms of quality and quantity.
- The alternative education classroom space is adequate and appropriate for the number, the range of ages, and the individual needs of the students.
- The classroom/building offers appropriate technology (including Internet accessibility) consistent with the technology available in the traditional school.
- The classroom/building reflects a safe and healthy environment consistent with the facilities in the traditional school and is well-maintained and clean.

Please note any additional comments or concerns about the Alternative Education Program.
