



**JANET BARRESI**  
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION  
STATE OF OKLAHOMA

**MEMORANDUM**

**TO:** The Honorable Members of the State Board of Education  
**FROM:** Janet Barresi  
**DATE:** January 26, 2012  
**SUBJECT:** Statutory Waiver Concerning Adjunct Teachers

The following schools are requesting a waiver of 70. O.S. § 6-122.3, which limits the amount of time adjunct teachers may teach to ninety (90) clock hours per semester. Approval is recommended.

<b>District</b>	<b>County</b>	<b>Alternative Means</b>	<b>Duration of Waiver (Years)</b>
Boone-Apache Apache High School	Caddo (3)	adjunct teacher will teach 180 clock hours in one semester Subject: Biology I	1 semester

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

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Attachments

§70-6-122.3. Alternative Placement teaching certificate - Alternative Placement programs - Adjunct teachers.

A. The State Board of Education shall grant an Alternative Placement teaching certificate to a person who makes application to the State Board and meets all of the following criteria:

1. Holds at least a baccalaureate degree from an institution whose accreditation is recognized by the Oklahoma State Regents for Higher Education;

2. Has completed a major in a field that corresponds to an area of specialization for an Elementary-Secondary Certificate, a Secondary Certificate or a vocational-technical certificate;

3. Declares the intention to earn Standard Certification by means of the Alternative Placement Program in not more than three (3) years. For the purposes of the Alternative Placement Program only, the State Board of Education shall determine the subject matter of professional education component pursuant to this section, and the requirements for the Professional Education component required for Standard Certification shall be as follows:

a. baccalaureate degree, and eighteen (18) semester hours or two hundred seventy (270) clock hours, or

b. postbaccalaureate degrees, teaching experience or subject matter work experience, or a combination of the three shall reduce the eighteen (18) semester hours or two hundred seventy (270) clock hours by the following:

Degree or Experience	Hour Reduction
Master's Degree	6 semester hours or 90 clock hours
Doctorate Degree	6 semester hours or 90 clock hours
1 year teaching or subject matter work experience	3 semester hours or 45 clock hours
2 years teaching or subject matter work experience	6 semester hours or 90 clock hours
3 years teaching or subject matter work experience	9 semester hours or 135 clock hours
4 years teaching or subject matter work experience	12 semester hours or 180 clock hours,

c. the State Board of Education shall establish a core minimum of six (6) semester hours or ninety (90) clock hours. Under no circumstance shall the number of hours be reduced to less than six (6) semester hours or ninety (90) clock hours.

d. for purposes of this section:

(1) "teaching experience" shall mean full-time employment as a teacher in a public school, private school licensed or accredited by the State Board of Education, or institution of higher education,

(2) "subject matter work experience" shall mean work experience in a field that corresponds to the area of specialization for Elementary-Secondary Certificate, Secondary Certificate or vocational-technical certificate.

Such requirements shall exclude all student teaching requirements pursuant to the provisions of subsection E of this section;

4. Has passed the general education and subject area portions of the competency examination required in Section 6-187 of this title in the area of specialization for which certification is sought; and

5. Either presents a document from an accredited public school district in this state offering employment in the area of specialization for which certification is sought on condition that the person enroll in an Alternative Placement Program approved by the State Board of Education or declares the intention to seek employment as a teacher at an accredited public school district in this state. The certificate granted pursuant to this subsection shall be considered a "valid certificate of qualification" for the purposes of Sections 6-107 and 6-108 of this title, and the holder of such certificate shall be considered a resident teacher for the purposes of Section 6-195 of this title.

B. Said certificate shall be renewed for not more than a maximum of three (3) years upon presentation of a document from an accredited public school district in this state offering renewed employment in the same area of specialization and a document from a teacher education institution verifying satisfactory progress in the appropriate Alternative Placement Program.

C. Persons enrolled in an Alternative Placement Program shall:

1. Have never been denied admittance to a teacher education program approved by the Oklahoma State Regents for Higher Education, the North Central Association of Colleges and Schools and by the Oklahoma State Board of Education to offer teacher education programs, nor have enrolled in and subsequently failed courses necessary to successfully meet the minimum requirements of such program, except those persons who hold a certificate;

2. Have on file with the director of teacher education at an Oklahoma institution of higher education a plan for meeting standard certification requirements within three (3) years;

3. Participate in the Entry-year Assistance Program, Section 6-152 et seq. of this title and have the same duties and responsibilities as other Entry-year Assistance Program participants, except those persons who hold a certificate; and

4. Document at least two (2) years of work experience which is related to the subject area of specialization if the person has only a baccalaureate degree with no postbaccalaureate work in a related area.

D. The State Board of Education may grant an exception to the requirements for licensure and certification and, upon demonstration by an individual of specific competency in the subject area of specialization, may grant a license or certificate to the individual. The State Board may establish other requirements necessary to grant such exceptions.

E. Student teaching and a prestudent teaching field experience shall not be required of Alternative Placement Program participants for Standard Certification.

**F. The State Board of Education shall promulgate rules authorizing adjunct teachers who shall be persons with distinguished qualifications in their field. Adjunct teachers shall not be required to meet standard certification. Any such adjunct teachers shall be limited to ninety (90) clock hours per semester.**

G. Each teacher education institution shall provide the Office of Accountability an annual report of information specified by the Office of Accountability regarding participation in the Alternative Placement Program.

H. The State Board of Education shall not accredit, renew the accreditation of, or otherwise approve any teacher education program of any institution of higher education in this state that has not made a commitment to, and begun implementation of, Alternative Placement Programs in at least four areas of specialization, including mathematics, science and a foreign language, whereby individuals who meet the criteria of subsections A and C of this section are:

1. Admitted without further qualification; and

2. Offered the opportunity to complete the Standard Certification course requirements set forth in subsection A of this section during the summer preceding and the summer following the first year of teaching under the Alternative Placement Program. Provided, however, any person seeking Alternative Placement shall be permitted to take necessary courses during regular semesters if offered.

I. The criteria specified in subsection H of this section can be met through a cooperative arrangement entered into by two or more institutions of higher education.



OKLAHOMA STATE DEPARTMENT OF EDUCATION

ACCREDITATION DIVISION
2500 North Lincoln Boulevard, Suite 210
Oklahoma City, Oklahoma 73105-4599
(405) 521-3333

SCHOOL SITE STATUTORY WAIVER/EXEMPTION APPLICATION
FOR 2011 - 2012 SCHOOL YEAR

Name of Site(s): Apache High School

Name of School District: Boone-Apache Public School

Signature of Principal(s): [Signature] Date 1-9-12

Date

Date

Signature of Superintendent: [Signature]

County Name: Caddo County

SDE USE ONLY

PROJECT YEARS

1 of 1

ENROLLMENT

High School 144

Jr./Middle High 116

Elementary 314

District Total 574

Date Received

70 O.S.

I hereby certify that this deregulation application was approved by our local board of education at the meeting on January 9, 2012.

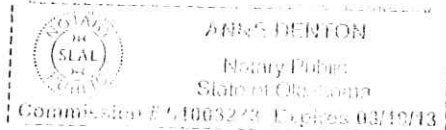
[Signature]
Signature of Board President\*

[Signature]
Notary:

Date: 1-9-12 My Commission Expires: 3-19-13

1. Statement of the Statute to be Waived: (specify statutory citation)

70 O.S. 1-122.3



\*Original signatures are required.

A. A description of the educational benefits to be derived (i.e., describe specific benefits to learning/achievement).

1. Smooth transition for students to a different teacher in classes that the resigning teacher is leaving
2. Curriculum and assessments will remain at a high standard
3. No student will have to change their schedule

B. A definition of the standards of the plan (i.e., alternate strategies proposed).

1. Susan J. Taylor will write the curriculum, daily plans, and assessments and monitor the adjunct teacher's Biology I classroom. Mrs. Taylor's OK-SDE Biological Science 6050 credentials 6-12 teacher #235053
2. Donald K. Youngsted will write the curriculum, daily plans, and assessments and monitor the adjunct teacher's Physical Science classroom. Mr. Youngsted's OK-SDE Physical Science 6013 credentials 6-12 teacher #196592
3. Amber Willits will serve as an adjunct teacher in the classroom during certain class hours with oversight from Mrs. Taylor and Mr. Youngsted in classroom times that Mrs. Taylor and Mr. Youngsted cannot serve because of conflicting assignments. Mrs. Willits is a highly respected teacher with outstanding credentials and training in education fields holding a 3.81 GPA and Masters level training in Counselling Pre-K-12. She has demonstrated classroom management skills and the ability to follow a required curriculum syllabus. Mrs. Willits OK-SDE credentials teacher number is #224634

C. Development of definitive work products, such as site improvement plans and progress reports (i.e., describe the expected student performance levels to be demonstrated or results of the Statutory Waiver).

1. Expectations for students is to continue to perform at a high standard in the classroom, with assigned projects, on E.O.I. assessment outcomes, and with daily/weekly/semester grading. This will be viewed as a priority.
2. Expectation from the 3 teachers listed above will be to collaborate and deliver the best possible curriculum and assessments for the students involved.

D. Demonstration of collaboration of teachers, administrators, higher education representatives, students, parents/families, and the community.

1. The parents of the students in the affected classroom will be notified by mail.
2. The principal will monitor the classrooms affected daily.
3. The 3 teachers involved with the curriculum development, implementation, and assessment will meet at least weekly and the two highly qualified teachers will be available to the adjunct teacher as needed daily.

E. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan (i.e., method of evaluation).

1. The principal will monitor daily and student grades are turned in to the principal weekly and will be reviewed to determine progress in meeting goals and objectives.
2. The three teachers will collaborate and compare student involvement, projects, activities, assignments, and daily/weekly assessment. The teachers will review and compare this information and parallel if all students in all of the classes are gaining the knowledge and skills required to meet the standards of expectation of the school.

F. Development of an in-service training plan to be provided to personnel at the site who will participate in the projects.

1. The teachers with OK-SDE credentials will meet no less than weekly with the adjunct teacher to assist, train, and answer questions and will be available as needed for the adjunct teacher to call on for help.
2. Adjunct teacher will be expected to participate in REACH2 Common Core training that will be shared by two of our staff attending the Trainings
3. Adjunct teacher will be expected to participate in Android Tablet/SMART Board training that will be shared by our staff and presenters outside our staff to implement technology strategies in the classroom
4. Adjunct teacher will be expected to participate in the two spring professional development days of this district January 16 and May 18.

G. 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 (i.e., describe how you will report to the State Board of Education annually).

This program will only be in place for the Spring 2012 semester. There is not a plan to continue this waiver.

But, upon completion of this semester a report of success and challenges will be submitted to the OK-SDE with applicable information(student numbers, pass rate, EOI scores, attendance, etc.)

H. Explanation of how the plan will affect other schools, programs or sites in the district.

There should be no affect.

I. Period of public review on the proposed plan.

Notice of the teacher resignation and advertisement for the position has been in the local newspaper and other area posting/information outlets for two weeks. There have been no comments and the only application is that of Mrs. Willits. There have been several inquiries and request for applicant consideration for the school year FY13.



J. Notification and comments from the district bargaining agent, or if no bargaining agent exists, the teachers directly affected.

The bargaining agent president, Chris Six, has been notified and has an e-mail comment attached to this waiver request. Areas discussed and noted are:

1. Understands district procedures were followed
2. Understands only one applicant and that applicant was not qualified in the science areas but that upon review was found to have demonstrated effective teaching.
3. Teachers affected by change of schedule (Taylor/Youngsted) have been consulted and have agreed to the change in order to best serve the students of this district.
4. Understands that the waiver is planned and requested for only 1 semester at this time.

K. All comments, recommendations and objections made by the bargaining agent and others to the local board of education shall be forwarded to the State Board of Education for consideration prior to review of the plan.

Bargaining agent "BAEA" has an attached statement

No other statements have been made.

Any statements (comments, recommendations, and objections) from anyone or group will be forwarded to OK-SDE for their review as soon as they are received.

L. Timeline for implementing the Statutory Waiver, specifying the period requested.

January 16, 2012 to May 18, 2012.



## Boone-Apache Public Schools

INDEPENDENT SCHOOL DISTRICT I-56  
522 EAST FLOYD STREET  
P.O. BOX 354

January 9, 2012 APACHE, OKLAHOMA 73006  
PH. (580) 588-3368 • FAX (580) 588-3400

To: Oklahoma State Department of Education

Office of Accreditation

Attn: Regina Rayburn

From: Paula Squires, Superintendent

Our science teacher Michael Scroggins submitted his resignation to the district for the second semester, verbally December 29, 2011, and in writing January 3, 2012. Immediately upon verbal message, the HS principal advertised to fill the position. There were several inquiries to fill the position for FY13 school year but only 1 for the spring FY12 semester. That applicant, Amber Denise Willits, is not certified in the science areas. The applicant does come with quality educational training and certification. She has been employed at the Boone-Apache School in prior years and has demonstrated excellence in classroom management and the ability to follow an assigned syllabus. She is certified to teach high school in Oklahoma. Her OK-SDE certification # is 224634.

The district has certified Biology I and Physical Science teachers, Mrs. Susan Taylor-OK-SDE teacher #230531 and Mr. Donald Youngsted-OK-SDE teacher #195692 that presently teach sections of Biology I and Physical Science, but cannot cover all of the class times that Mr. Scroggins was responsible for during the day because of other class assignments. These teachers will act as mentors to the adjunct teacher, Mrs. Willits, who will teach the classes left open by Mr. Scroggins. The teachers with certification will write the curriculum, daily lessons plans, assessments, and be available to the adjunct teacher daily to answer questions and serve to support knowledge and skills needed. They will ensure that alignment of instruction is carried out in all sections of the classes for all students giving an equal education. They will meet with the adjunct teacher at least weekly to be assured that the curriculum syllabus is being followed and carried out.

The HS principal, Joe Charles, will monitor grading and classroom management to ensure that students are receiving the best possible education.

This plan is the best possible situation for the second semester FY12 since there has been only one applicant. The waiver request is for one semester only. The district administration and teachers involved will commit to offering the best quality education for the students being served.

APACHE ELEMENTARY SCHOOL  
PHONE: (580) 588-3577  
FAX: (580) 588-2030

APACHE MIDDLE SCHOOL  
PHONE: (580) 588-2122  
FAX: (580) 588-3026

APACHE HIGH SCHOOL  
PHONE: (580) 588-3358  
FAX: (580) 588-2079

## Paula Squires

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**From:** csix six [csix@apache.k12.ok.us]  
**Sent:** Monday, January 09, 2012 11:22 AM  
**To:** psquires@apache.k12.ok.us  
**Subject:** Hiring of an adjunct teacher

Mrs. Paula Squires contacted me on Monday, January 9 with the notification that our school district will be hiring an adjunct teacher, Mrs. Amber Willits to take the place of our high school science teacher who is leaving our school district to take a position at another school district. This is not a problem with any of the teachers, as the school has interviewed and followed proper procedures in this matter. Sincerely, Chris Six, President of the Boone-Apache Education Association

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Sent via the WebMail system at apache.k12.ok.us