



OKLAHOMA STATE
DEPARTMENT of EDUCATION

MEMORANDUM

TO: The Honorable Members of the State Board of Education
FROM: Ryan Walters
DATE: November 21, 2024
SUBJECT: Deregulation for an Abbreviated School Day for Alternative Education

The following school is requesting deregulation from OAC 210:35-29-2 for the 2024-2025 school year in order to have an Abbreviated School Day for Alternative Education.

County	District	Alternative Means	Requested Years
		3 Years	
Kingfisher	Kingfisher	Instructional day will be 6 hours a day, 4 days a week.	1 of 1

* The number in the County category represents the Congressional District.

See the attached map.

LJ/sh

ALTERNATIVE EDUCATION ACADEMIES AND PROGRAMS

210:35-29-2. Definitions

The following words and terms, when used in this Subchapter, shall have the following meaning, unless the context clearly indicates otherwise.

"Alternative Education" means an educational process incorporating appropriate structure, curriculum, interaction, and reinforcement strategies to stimulate learning with students who have not utilized their capacity to do so within traditional educational settings.

"Abbreviated school day" means, for purposes of an alternative education program approved by the State Board of Education, a school day which consists of not less than four (4) hours and 12 minutes per day devoted to school activities for the locally approved 180-day school calendar.

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STANDARD III

ADMINISTRATION AND ORGANIZATION

210:35-3-41. Statement of the standard

The school is organized to ensure the achievement of its goals. The working relationships among the local board, superintendent, principal, and staff are such as to facilitate the successful functioning of all phases of the school's program. The principal of the school has the autonomy and authority to provide the leadership needed to accomplish the goals of the school. The school is provided with sufficient professional and service personnel to ensure effective operation of all phases of the school's program. The school is organized in a manner that encourages new and innovative ideas designed to improve the program and to help the school adapt to changing conditions. (92)

210:35-3-46. Administrative and supervisory services

- (a) The school site shall be part of a system employing a full-time superintendent. No board of a school district having average daily membership (ADM) of fewer than 500 students shall be prohibited from allowing a superintendent with the appropriate certificate to serve simultaneously as a principal. [70 O.S. § 5-106] If a vacancy occurs in the superintendency during the course of the school year, a certified replacement must be employed within 45 school days.
- (b) It shall further be the responsibility of the local board, upon the recommendation of the superintendent, to employ an administrative head to be known as a principal for each of the schools within the district. Private schools shall employ a full-time principal/headmaster. An elementary district shall employ a full-time elementary superintendent. With the exception of requirements for certification, the term superintendent as used in these standards shall mean an elementary school superintendent, headmaster, or superintendent. Full-time is defined as employed full time, and therefore allows these administrators to teach.
- (c) Instructional leadership shall be the chief function of the school's principal. The principal shall be responsible for the improvement of instruction and be given the authority and resources needed to accomplish this goal. The principal shall help clarify the goals of the school, help obtain resources for it, coordinate its various activities, and promote its continuous evaluation to determine improvements needed.
- (d) Lines of administrative and supervisory authority between the central office staff and the principal shall be defined clearly and shall give the principal responsibility for initiating appropriate changes to meet the needs of the students.
- (e) The principal shall be involved in the selection, assessment, evaluation, retention, and promotion of all personnel assigned to the school.
- (1) All certified administrative personnel designated by a local board to conduct evaluations shall be required to participate in training conducted by the State Department of Education prior to evaluating. [70 O.S. § 6-101.10]
- (2) No teacher shall be dismissed during the term of a contract or refused reemployment except at an official meeting of the board of education. The reemployment or

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dismissal of teachers shall be in accordance with the school laws of Oklahoma. [70 O.S. § 6-101.20 through 101.30]

- (f) While working with faculty, staff, or students in the school, central office and other supplementary personnel shall coordinate their activities through the principal.
- (g) The principal shall have the responsibility and the authority for the administration of the non-instructional programs in the school.
- (h) The local board shall adopt a school calendar and school day consistent with statutory requirements in Oklahoma.
 - (1) *The standard school year shall consist of not less than 180 days; or,*
 - (2) *For not less than one thousand eighty (1080) hours each school year, if a district board of education adopts a school-hours policy and notifies the State Board of Education prior to September 15 of the applicable school year.*
 - (3) *Not more than thirty (30) hours each school year may be used for attendance of professional meetings and teachers may be paid for a length of term in excess thereof, under conditions hereinafter outlined. Subject to district board of education policy or collective bargaining agreement, additional professional leave days may be granted for individual teachers to attend or participate in professional meetings, staff development training, or National Board certification portfolio development as provided for in Section 6-204.2 of this title, [70 O.S. § 1-109]*
 - (4) *The standard school day shall consist of not less than 6 hours devoted to school activities, exclusive of lunch, with the exception of nursery, early childhood education kindergarten, and alternative education. [70 O.S. § 1-111]*
 - (5) *The early childhood school day shall consist of not less than two and one-half hours per session.*
 - (6) *The kindergarten school day shall consist of not less than two and one-half hours per day. The requirement to attend kindergarten may be satisfied by attendance in either a half-day or full-day program. Membership in a kindergarten for either two and one-half (2 1/2) hours or six (6) hours per school day shall be counted as one (1) day for average daily membership purposes. Beginning with the 2011-2012 school year, it shall be the duty of every school district in this state to provide and offer a full six-hour day of kindergarten free of tuition for every child residing in the district who attains the age of five (5) years on or before the first day of September during the school year kindergarten is offered, provided that this duty may be satisfied by intra-district transfer to a school offering full-day kindergarten, by transferring kindergarten children to other school districts which will accept them and can provide kindergarten for such children, or by contracting for classroom space with a licensed public or licensed private child care provider based on the selection criteria established by the district. [70 O.S. § 18-108]*
 - (7) *A school district board of education may adopt and implement an extended day schedule for grades nine through twelve. All of the following conditions must be met:*
 - (A) *The annual number of hours of instruction must equal or exceed 1,080 hours which is equivalent to 180 days of instruction.*
 - (B) *Only one day per week shall consist of not less than five hours of academic instruction in a regular classroom setting.*

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- (C) The district must hold a public hearing prior to the adoption of an extended day schedule.
 - (D) The district must document the impact on student achievement as determined by the academic performance index score and any other relevant factors that are a result of the implementation of an extended day schedule.
 - (E) The district must provide an annual report to the State Board of Education on the result of the extended day schedule and the impact on student achievement. [70 O.S. § 1-109]
- (i) If, because of emergency situations, school has been missed more than fifteen (15) days, the State Board of Education will consider forgiving a portion of those days or in rare instances all days missed, on a case-by-case basis. Exceptions to the fifteen (15) day minimum will be made at the recommendation of the State Superintendent and forgiveness will be considered by the State Board of Education on a case-by-case basis.
 - (j) If a school district determines that it is necessary to deviate from the required 6-hour school day because of severe weather conditions or fire, the superintendent should report this, in writing, to the State Department of Education, Accreditation Section, within 72 hours. Any loss of school time shall require the superintendent to report the amount of time lost and the procedures to be used to make up the lost time.
 - (k) *Schools shall obtain permission from the State Board of Education before conducting Saturday classes to complete a standard school term including professional days.* [70 O.S. § 1-112] (09)

210:10-1-4. Length of term

- (a) The minimum length of term will be ten (10) months (180 days actually taught). Provided not to exceed five (5) days of 180 days required may be used for attendance of professional meetings. Where professional days are taken, they shall be so recorded in the register of attendance in a like manner as holidays are recorded. The legal aggregate days attendance will be divided by days actually taught to obtain the legal average daily attendance. Any school district holding less than a full term will have its state aid reduced proportionately. No district may have less than a full term of school unless conditions over which it has no control exist that would prevent the district holding a full term. In cases where sites within a district have different length terms the average daily membership (ADM) and average daily attendance (ADA) shall be calculated for each site separately.

210:35-3-47. School reports and records

Well delineated policies and procedures for records and reports shall be developed and kept current.

- (1) Records and reports needed for effective planning, operation, evaluation, and reporting shall be kept relative to the following components of the educational program:
 - (A) Administrative operations
 - (B) Curriculum
 - (C) Guidance
 - (D) Health services

- A. Reason for the Waiver request. Please include distance from your alternative education site to the closest possible district to co-op with, what alternative means will have to be employed if your waiver was to be denied, and what percentage of your student population will benefit from the waiver if approved.

Yellow Jacket Academy (YJA) is dedicated to a non-traditional school setting with an adaptive schedule. Flexibility helps our students who are employed, parenting, or have pressing responsibilities outside of school. YJA students frequently struggle with attendance and using Friday as a flex day last year proved to be beneficial. YJA proposes a four day week for its students. Students who are on track and in attendance Monday-Thursday, will have Fridays off. Those who are not, are required to attend on Friday. This will serve as an incentive for students to attend regularly and learn time management skills. If this is denied, we anticipate an equal or increasing amount of absences.

- 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, graduation rate if a waiver has been awarded prior to this year, and learning achievement.

Our plan is to serve students 4 days a week. We start school at 8:00-2:00, Monday -Thursday, with Friday being a flex day. The flex day is used for students who miss during the regular week or if they need one on one assistance. Our students love the four day week as they see it as an incentive for working hard Monday - Thursday. After implementing this schedule last year, I believe it to be beneficial by raising attendance, productivity, and morale in the classroom.

- C. Have you participated in an alternative education co-op previously? Have you been awarded this waiver before and what was the educational impact to the district: Results of the Statutory Waiver, i.e., effect on student performance levels, impact of plan on other sites in the district. Yes, Yellow Jacket Academy is the LEA for Dover, Lomega, and Okarche schools. This waiver/deregulation application has never been submitted. However, I see this as a method of recovery from the effects of Covid isolation on our students.

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

Included herein is a copy of the KPS 2023-2024 year calendar as well as the KHS bell schedule. Although our schedule differs from the high school, we encourage and transport students to the high school campus to participate in elective classes if they choose. Our students at YJA can easily participate in 7th and 8th hour athletics at the high school since we dismiss at 2:00.

Occasionally, we do have students attend on Fridays to make-up attendance or work. YJA employs 2 certified teachers and a TA who is an English major. We prefer to teach core subjects, art, and life skills hands-on. However, we do use a computer program that meets Oklahoma Standards.

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

There are energy savings during the weeks when the students are not present.

- 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.

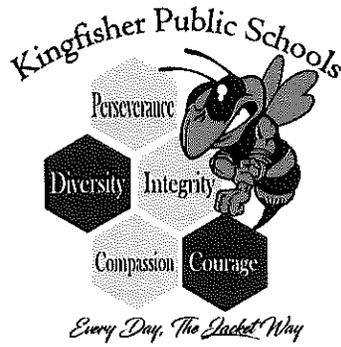
We will be able to use data from attendance, student engagement in our online program (time spent idel vs. time spent engaged). We will also be able to use student completion of courses data to track the success of the program. Our graduation rate has increased since the implementation of the Alternative Education program, over 20 years ago. Attendance has improved which intern helps with our school report card. All alternative education students complete mandated testing and certified teachers are evaluated through TLE. Missy Corn evaluates the program every other year and documentation is submitted yearly.

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

David Glover
Superintendent

John Harris
High School Principal

Chris Farris
Junior High Principal



Michelle Jones
Upper Elementary Principal

Lisa Meier
Heritage Principal

Makylah Tollefson
Gilmour Principal

September 27, 2024

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

RE: Alternative education statutory waiver request for abbreviated day

To Whom It May Concern:

Enclosed is the Kingfisher Public Schools' application for a three-year abbreviated day deregulation for our Yellow Jacket Academy. We have had great success in attendance and academic achievement by implementing this plan last year and see no reason to alter it.

Sincerely,

A handwritten signature in black ink that reads 'Dawn Tollefson'. The signature is written in a cursive, flowing style.

Dawn Tollefson
Authorized Representative
Kingfisher Public Schools