

Special Meeting of The Board of Education Independent School District Number 33,  
Creek County  
Monday, September 30, 2024 8:00 AM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

- I. Call the Meeting to Order
- II. Action Items
  - II.A. Discussion, motion, and vote on a motion to approve/disapprove requesting deregulation of a Library Media Center requirement pursuant to OAC 210:35-7-61 for the 2024-2025 school year.
  - II.B. Discussion, motion, and vote on a motion to approve/disapprove requesting deregulation of a Library Media Center requirement pursuant to OAC 210:35-9-71 for the 2024-2025 school year.
- III. Personnel
  - III.A. Vote to approve/disapprove of Employing Personnel as per attachment.
  - III.B. Vote to accept Resignations received since the last board meeting.
- IV. Adjourn



## SAPULPA PUBLIC SCHOOLS

Office of the Superintendent  
511 E Lee  
Sapulpa, OK 74066-4633  
918-224-3400 Ext. 1101  
rarmstrong@sapulpaps.org

September 25, 2024

To whom this may concern,

I am writing to formally request a deregulation for library media services OAC 210:35-7-61 at Sapulpa Junior High School due to the recent resignation of our library media specialist and our ongoing challenges in finding a qualified replacement.

Our library plays a vital role in supporting the educational needs of our students, fostering literacy, and promoting a love of reading. With the departure of the high school library media specialist, we have made numerous efforts to recruit a suitable candidate. Despite these efforts, we have yet to identify a qualified individual to fill this critical role.

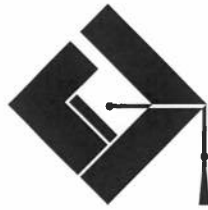
As we navigate this transition, we believe that granting a deregulation will allow us to maintain library services at both Sapulpa High School and Sapulpa Junior High without compromising the quality of education we provide. We are committed to ensuring that our students have access to library resources and support during this period. We plan to implement a temporary solution to continue offering essential services while we search for a permanent replacement as we outline in the deregulation application.

We appreciate your understanding of our situation and your consideration of our request for a deregulation. We are eager to provide our students with uninterrupted access to library services and to uphold the standards of our educational programs.

Thank you for your attention to this matter. Please feel free to contact me if you require any further information or documentation.

Sincerely,

Rob Armstrong  
Superintendent of Schools  
Sapulpa Public Schools



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## STATUTORY WAIVER/DEREGULATION APPLICATION INSTRUCTIONS

(Oklahoma Deregulation Act, 70 O.S. § 3-124, et seq.)

### Accreditation Standards Division

2500 North Lincoln Boulevard, Suite 210 • Oklahoma City, Oklahoma 73105-4599

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Statutory Waivers/Deregulations for the next year will be accepted from April 1 through October 1, with the following exceptions:

- Resignation of staff causing changes in library media service requirements after October 1.

Other waivers/deregulations such as teachers attending school to obtain library media specialist certificates, alternative school abbreviated days, and waivers of alternative school coop agreements, should all be decided and applied for by October 1st of the current school year.

(For submission of a Statutory Waiver/Deregulation after October 1, call Accreditation, (405) 521-3335.)

**NOTE: Beginning July 1, 2018, waivers and deregulations can be requested for three years. (Library Media Specialist Certificate Exemption must provide proof of enrollment for the applicant every year. Library Media Services must provide a schedule of operation every year.)**

If you need technical assistance, please discuss the application with the Accreditation Division, (405) 521-3335.

### Preparing the Statutory Waiver/Deregulation

- 1 **Submit a cover letter on school letterhead**, with the superintendent's signature, with a brief explanation of the request for a statutory waiver/deregulation.
- 2 Complete entire cover page.
  - Original signatures of the Superintendent, Principals, Board President and notary with a stamp/seal are required.
  - Cite the statute/OAC number in Title 70 or the Oklahoma Administrative Code to be waived (See below).
  - **The questionnaire following the cover sheet must be answered in order to process the application.**
  - **For Library Media Specialist** (teacher obtaining their LMS degree & certification), the teacher affected must include a letter of their intent to obtain the degree/certificate and proof of their enrollment in classes at a qualified university/college for the area of study.
  - **For adjunct teacher waivers:** Application must include board minutes approving the teacher as an adjunct (For those teaching more than three hours per day, 270 hours per semester).
  - **For abbreviated day deregulation:** Application must include a schedule of hours of instruction and numbers of days taught per week.
  - **For library media services deregulation:** Application must include a schedule of operation for the library, hours the library is open and a list of who is scheduled to cover those hours.

3 A Statutory Waiver/Deregulation can be requested for the following statutes and Oklahoma Administrative Codes:

### **STATUTORY WAIVERS**

- 70 O.S. § 1-112 - **Saturday School**
- 70 O.S. § 6-122.3 - **Adjunct Teachers** - teaching for more than three hours a day or 270 clock hours per semester.
- 70 O.S. § 3-126 - **Library Media Specialist/waive certification only** - teacher attending college/university to obtain Library Media Specialist certification.
- 70 O.S. § 1210.568 - **COOP Agreement** - When a public school wants to serve fewer than 10 students in the alt ed program instead of COOPing with other districts.

**NOTE: Statute 70 O.S. § 1-111 - Two Instructional Days in a 24 Hour Period (Parent Teacher Conference) and 70 O.S. § 1-109 - Extended/Flexible Day no longer requires a statutory waiver.**

### **DEREGULATIONS**

- OAC 210:35-5-71 - **Library Media Services Elementary School** - School is changing the standard of library services for their size school.
- OAC 210:35-7-61 - **Library Media Services Middle School** - School is changing the standard of library services for their size school.
- OAC 210:35-9-71 - **Library Media Services Secondary School** - School is changing the standard of library services for their size school.
- OAC 210:35-29-2 - **Abbreviated Day Alternative Education** - Use both citations for an alternative school to operate with abbreviated hours, less than four hours and 12 minutes of instruction per day, five days a week, or 756 hours per year.
- OAC 210:35-3-46 - **Superintendent, Elementary & Secondary Principal certificate** - serve as High School and Elementary School Principal with a school enrollment more than 500 (requires a dereg.)

**NOTE: OAC 210:35-5-42 & 210:35-9-43 - Planning Period Deregulations, no longer requires a deregulation.**

In addition, the ***School District Empowerment Program***, 70 O.S. § 3-129.11, allows a local school district to request to the State Board of Education an exemption from all statutory requirements and State Board of Education rules from which charter schools are currently exempt.

# SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

## for 20 24 – 20 25 school year

Creek \_\_\_\_\_ Sapulpa Public Schools \_\_\_\_\_  
 COUNTY SCHOOL DISTRICT

511 East Lee \_\_\_\_\_ Sapulpa \_\_\_\_\_ 74066 \_\_\_\_\_  
 SCHOOL DISTRICT MAILING ADDRESS CITY ZIP CODE

Sapulpa Junior High School \_\_\_\_\_  
 NAME OF SITE

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

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

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

\_\_\_\_\_  
 SUPERINTENDENT NAME (PLEASE PRINT)

\_\_\_\_\_  
 SUPERINTENDENT E-MAIL ADDRESS

\_\_\_\_\_  
 SUPERINTENDENT SIGNATURE\* DATE

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

\_\_\_\_\_  
 BOARD PRESIDENT SIGNATURE\*

**NOTARY SEAL →**

\_\_\_\_\_  
 NOTARY DATE

\_\_\_\_\_  
 COMMISSION EXPIRATION DATE

**Statute/Oklahoma Administrative Code to be Waived:**  
 (specify statute or OAC (deregulation) number: (see instructions)

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

### THE WAIVER/DEREGULATION IS REQUESTED FOR:

One Year Only  
 Three Years\*

\*Please see instruction page for additional requirements for a three year request

### SDE USE ONLY

PROJECT YEARS  
 \_\_\_\_\_ of \_\_\_\_\_

#### ENROLLMENT

\_\_\_\_\_ High School  
 \_\_\_\_\_ Jr./Middle High  
 \_\_\_\_\_ Elementary  
**0** District Total

\_\_\_\_\_  
 DATE RECEIVED

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

OAC \_\_\_\_\_

\_\_\_\_\_  
 NAME OF WAIVER

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

Sapulpa Junior High is requesting a deregulation for library services in order to assist Sapulpa High School in offering library media services in the absence of a library media specialist. Sapulpa High School is navigating some staffing challenges with the resignation of the library media specialist during the first week of the 2024-25 school year. A library media specialist position has been posted for over a month without success in finding an adequate candidate. If the deregulation is denied, we will not meet the standard of library media services as outlined in OAC 210:35-7-61.

- B. List alternate strategies/plans which the site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement and any negative impact if the waiver were to be denied.

The alternative strategy that Sapulpa Public School is requesting is to share a certified media specialist with Sapulpa High School and Sapulpa Junior High which will allow both schools to benefit from professional library services while still providing students with access to resources. The library media specialist would be half the week at the high school and half the week at the junior high. With Sapulpa High School and Sapulpa Junior High being on the same campus, it will make sharing a library media specialist easier. In addition, each school site will have a full-time library media assistant which ensures that the libraries remain open and operational, which is crucial for student engagement and support. If the deregulation is denied, Sapulpa High School will not have a library media specialist available for students which will hinder students' access to resources.

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

To our knowledge Sapulpa Junior High School has not requested a deregulation in the past.

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

Keeping both libraries open during school hours (8am - 3pm) with dedicated library media assistants ensures that students have consistent access to resources and support. The library media specialist will spend half of the week at each school site. A flexible schedule for the library media specialist will allow them to adapt to the specific needs of each school and respond to busy periods or special events.

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

The financial impact on Sapulpa Public Schools will include the recovery of the salary associated with the FTE position. A portion of these funds may be reallocated to provide a stipend for the additional responsibilities of managing two libraries. The remaining funds will continue to support the general budget, ensuring flexibility for future needs.

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.

By monitoring OSTP scores, graduation rates, and School Report Card, Sapulpa Public School can effectively gauge the impact of the loss of a library media specialist. Sapulpa Junior High School will address any discrepancies that we find in relation to the loss of a library media specialist. Additionally, we will actively seek ongoing feedback from students and staff to ensure that we are meeting the needs of everyone involved.

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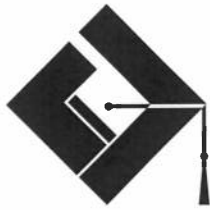
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\*\* You will be contacted if more information is needed to process this request.

# PERSONNEL REPORT

September 30, 2024

## CERTIFIED PERSONNEL REPORT

### EMPLOYMENT

#### FIRST-YEAR TEMPORARY CONTRACTS

(Positions/duties subject to assignment by the Superintendent.)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
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None

(Pending Approval of Adjunct/Emergency Certification)

#### EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
Megan Coldiron	Softball Summer/Off-Season/\$1,000 ea
Adedolapo Sobowale	Boys Soccer Summer/Off-Season/\$1,000 ea
Corey Harp	VB Summer/Off-Season/\$1,000 ea
Cody Fuller	Wrestling Summer/Off-Season/\$1,000 ea
Tim Holt	Football Off-Season/\$1,000
Lori Arundell	Girls Soccer Summer/\$1,000
Jordan Nagel	Boys Basketball Summer/\$1,000
Debbie Williams	Cross Country Summer/\$1,000
Steve Irvine	Baseball Summer/\$1,000
Barbara Lowe	\$100 per file/Student IEP File Management
Abigail Boren	Travel Stipend/\$200

#### CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Jordan Benver	Literacy Interventionist	Title I Teacher	August 01, 2024

#### TRANSFERS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
None			

#### RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Danielle Nagel	Teacher	September 16, 2024
Denzil Stamper	Principal	June 30, 2025

# PERSONNEL REPORT

September 30, 2024

## SUPPORT PERSONNEL REPORT

### EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jasmine Watashe	Custodian/\$14.77 hr	September 19, 2024

### EXTRA DUTY ASSIGNMENTS/STIPENDS

<u>Name</u>	<u>Extra Duty Assignments/Stipends</u>
Mindy Kuster	Teaching Para-Extra Days/Classroom Duties/\$4,032
Hector Garcia	Asst Esport Coach/\$3,000

### TRANSFER

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
None			

### CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Brandi Benton	Literacy Asst	Kindergarten Asst	August 15, 2024
Timothy Isham	Bus Driver/\$15.36 hr	Bus Driver/\$16.87 hr	August 01, 2024

### RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Lily Daughtry	Paraprofessional	October 11, 2024

