



OKLAHOMA STATE DEPARTMENT OF EDUCATION

MEMORANDUM

TO: The Honorable Members of the State Board of Education

FROM: Joy Hofmeister

DATE: February 27, 2020

SUBJECT: Deregulation for Library Media Specialist Certificate Exemption

The following school is requesting exemption from library media certification requirements pursuant to 70 O.S. § 3-126 for the 2019-2020 school year. A certified teacher will be used as the librarian while pursuing library media certification. Approval is recommended.

County	District	Waiver Years	Student Served
Cleveland	Norman (Whittier Middle School)	3 of 3	16,289
Oklahoma	Oklahoma City (Buchanan Elementary School, Hawthorne Elementary School)	4 of 4	35,897

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

ab

Attachment

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 – 20 20 school year

Oklahoma

COUNTY

Oklahoma City Public Schools I-89

SCHOOL DISTRICT

PO Box 36609

SCHOOL DISTRICT MAILING ADDRESS

Oklahoma City

CITY

73136

ZIP CODE

Buchanan Elementary School

NAME OF SITE

Gayla Goff

PRINCIPAL SIGNATURE*

January 22, 2020

DATE

PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

DATE

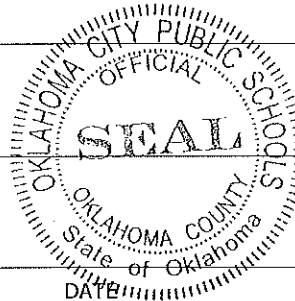
Dr. Sean McDaniel

SUPERINTENDENT NAME (PLEASE PRINT)

SUPERINTENDENT E-MAIL ADDRESS

SUPERINTENDENT SIGNATURE*

Sean McDaniel



**THE WAIVER/DEREGULATION
IS REQUESTED FOR:**



One Year Only

Three Years*

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

SDE USE ONLY

PROJECT YEARS

4 of 4

ENROLLMENT

☐ High School

☐ Jr./Middle High

☒ Elementary

35,897 District Total

2/13/2020

DATE RECEIVED

70 O.S. 3-126

OAC

Library Media Specialist

NAME OF WAIVER

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on February 10, 2020

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

CA Cates

NOTARY & OKCPS Board Clerk

12/28/2023

COMMISSION EXPIRATION DATE



DATE

2/10/2020

Statute/Oklahoma Administrative Code to be Waived:

(specify statute or OAC (deregulation) number: (see instructions))

70 O.S. 3-126

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

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

Oklahoma City Public Schools is seeking statutory waiver(s) for exemption to certification for library media specialists due to a lack of certified candidates. The District is committed to meeting the Oklahoma State Standards and the mandates of HB 1017. All school sites have allocations for media assistants and specialists that comply with Accreditation Standard VII. Unfortunately, enough certified candidates do not exist in the Oklahoma City area. The District seeks permission to hire certified classroom teachers and college graduates with library experience/education, to work as library media specialists. These employees serving in library positions without the benefit of library media certification will hereafter be referred to as paraprofessionals. Every candidate will be required to be actively working toward library media certification. Paraprofessionals will be paired with certified librarians who serve as mentors and consultants.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Oklahoma City Public Schools is seeking fully certified library media specialists (LMS), for vacancies. In cases where a quality LMS is not available, library services to students will be provided by alternative means. We intend for the following plan to help develop our own specialists by hiring quality certified teachers or college graduates with library experience, requiring enrollment in graduate school, and providing support for services through certified library consultants/mentors. The following strategies will be used:

- * Paraprofessionals will be hired only in instances when a quality certified LMS cannot be found.
- * Each paraprofessional will be paired with a mentor LMS who will provide support.
- * Paraprofessionals will be required to be enrolled in a graduate program actively working toward LMS certification.
- * Meetings and/or training seminars will be provided and required for paraprofessionals.
- * Library media activities will be developed at each site to ensure provision of quality services.

C. Educational impact to the district: Results of the Statutory Waiver/Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district.

*Each elementary, middle, and high school will be served by a certified LMS and a media assistant or a paraprofessional and a media assistant. Staffing recommendations of the Media Program (OAC 210:35-5-71) based on school enrollment will be followed.

*Students and staff at all sites will have access to library programs, services, and resources for a minimum of 6 hours each regular school day.

*Each candidate for the position of paraprofessional will demonstrate progress toward the appropriate degree and/or certification requirements.

*The district follows the information literacy standards for student learning for all school library media programs as defined by the American Association of School Librarians and the American Library Association as set forth in the 2007 publication Standards for the 21st-Century Learner.

*Paraprofessionals will receive assistance and support on a regular basis through site visits by the director of library media and mentor LMS, communication with the director and mentor LMS, and meetings and/or training seminars.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

*Paralibrarians will be encouraged to enroll in at least three credits per semester, completing certification requirements in a three to four year period.

*Oklahoma City Public Schools request the Statutory Waiver for one year.

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

N/A

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

*Principals of schools employing a paralibrarian will complete the district's current teacher evaluation tool in order to collect data regarding the performance of the employee.

*The paralibrarian will complete an evaluation tool designed to assess the effectiveness of the district provided professional development activity.

*Paralibrarians will complete an end-of-the-year report designed to assess the effectiveness of the library media program.

*Mentors will log contact with paralibrarians.

*Human resource records will track graduate courses completed.

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

January 22, 2020

Director
Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Director:

This letter is to inform you that I am voluntarily working as a library media specialist for Oklahoma City Public Schools under a statutory waiver granting an exemption of certification for library media specialists. In accordance with my educational plan, I am also voluntarily enrolled in university classes pursuing library media certification. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Hannah Cabage". The signature is written in dark ink and is positioned above the printed name and school.

Hannah Cabage
Buchanan Elementary

Browser tabs: Inbox (8034) - hncabage@ou, Academic Profile, Google, Facebook, how to take a screenshot on...

Address bar: one.ou.edu/students/academics/academicprofile

Navigation: Apps, ckps.org/bookmarks, Image may contain..., OU Sign In, Gmail, HEO, Where the Red Fern..., What is Subject-Ver..., grade3langPractice...

Academics | Financial | Resources

Academic Profile | Advising | Enrollment

Graduate Fall 2018 2:00
Early Starting Admin term 02A

MAJORS (1)
Library Info Studies-Elect Del

MINORS AND CERTIFICATES (0)

SEMESTER Spring 2020

Schedule Calendar

LIS-5062-396	Online Course	MIDTERM	FINAL
Info & Communication Tech			
Zachariah Lischer-Katz			
LIS-5193-595	Online Course	MIDTERM	FINAL
Info Res and Ser for YA			
Beverly Smith-Edwards			

Books & Materials Final Schedule

Apply For Graduation

January 22, 2020

Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Director:

Attached please find a statutory waiver application of exemption from library media specialist certification requirements for one school: Buchanan ES. This statutory waiver seeks permission to hire a certified teacher, currently working towards library media certification, to function as library media specialists in the school.

Oklahoma City Public Schools Library Media Program has benefited greatly from the previous statutory waivers. This statutory waiver is seeking an exemption of certification for a library media specialist to serve one school for one year.

With your advice and consent, we would appreciate your presenting this statutory waiver application to the State Board of Education for the review and action. Thank you for your assistance and support.

Sincerely,

A handwritten signature in black ink, reading "Sean McDaniel". The signature is fluid and cursive, with the first name "Sean" and last name "McDaniel" clearly legible.

Dr. Sean McDaniel
Superintendent of Schools

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION
for 20 19 - 20 20 school year

Oklahoma

COUNTY

Oklahoma City Public Schools I-89

SCHOOL DISTRICT

PO Box 36609

SCHOOL DISTRICT MAILING ADDRESS

Oklahoma City

CITY

73136

ZIP CODE

Hawthorne Elementary School

NAME OF SITE

Melinda Elms

PRINCIPAL SIGNATURE*

1/6/2020

DATE

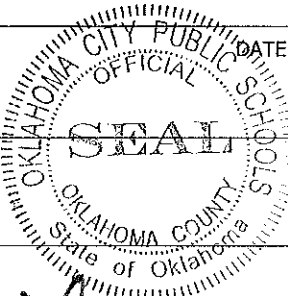
PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

Dr. Sean McDaniel

SUPERINTENDENT NAME (PLEASE PRINT)



SUPERINTENDENT E-MAIL ADDRESS

Sean McDaniel

SUPERINTENDENT SIGNATURE*

1/7/2020

DATE

I hereby certify that this waiver/deregulation application was approved by our local board of education at the meeting on January 13, 2020

Paul... [Signature]

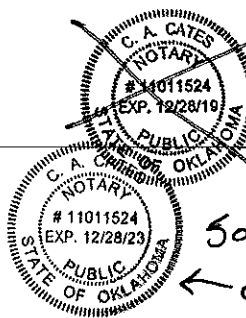
BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

C.A. Cates
NOTARY & Board Clerk

12/28/2023

COMMISSION EXPIRATION DATE



DATE

1/13/2020

THE WAIVER/DEREGULATION IS REQUESTED FOR:



One Year Only

Three Years*

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

SDE USE ONLY

PROJECT YEARS

4 of 4

ENROLLMENT

High School

Jr./Middle High

Elementary

35,897 - District Total

1/16/2020
DATE RECEIVED

70 O.S. 3-126

OAC

Library Media Specialist
NAME OF WAIVER

Statute/Oklahoma Administrative Code to be Waived:

(specify statute or OAC (deregulation) number: (see instructions))

70 O.S. § 3-126

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

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

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*Oklahoma City Public Schools request the Statutory Waiver for one year.

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

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

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

January 6, 2020

Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Director:

Attached please find a statutory waiver application of exemption from library media specialist certification requirements for one school: Hawthorne ES. This statutory waiver seeks permission to hire a certified teacher, currently working towards library media certification, to function as library media specialists in the school.

Oklahoma City Public Schools Library Media Program has benefited greatly from the previous statutory waivers. This statutory waiver is seeking an exemption of certification for two library media specialists to serve two schools for one year.

With your advice and consent, we would appreciate your presenting this statutory waiver application to the State Board of Education for the review and action. Thank you for your assistance and support.

Sincerely,



Dr. Sean McDaniel
Superintendent of Schools

January 6, 2020

Director
Accreditation Standards Division
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, OK 73105-4599

Dear Director:

This letter is to inform you that I am voluntarily working as a library media specialist for Oklahoma City Public Schools under a statutory waiver granting an exemption of certification for library media specialists. In accordance with my educational plan, I am also voluntarily enrolled in university classes pursuing library media certification. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Deivi Coon". The signature is fluid and cursive, with a large initial "D" and "C".

Deivi Coon
Hawthorne Elementary

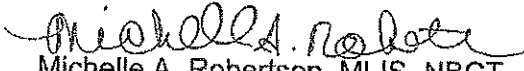


Sandy Futrell
Director of Library and Instructional
Media Services
Oklahoma City Public Schools
2500 NE 30th Street
Oklahoma City, OK 73111

Dear Ms. Futrell

Deivi Coon's is currently enrolled in the Library Media in Education program at the University of Central Oklahoma. She is currently enrolled in classes for the Spring of 2020.

If you have any other questions that I can please feel free to email me at mrobertson5@uco.edu.


Michelle A. Robertson, MLIS, NBCT
Program Coordinator
Library Media in Education
University of Central Oklahoma
100 N. University
Edmond, OK 73034
405-974-5885
mrobertson5@uco.edu

SCHOOL SITE STATUTORY WAIVER/DEREGULATION APPLICATION

for 20 19 - 20 20 school year

CLEVELAND

COUNTY

NORMAN PUBLIC SCHOOLS - 129

SCHOOL DISTRICT

131 S. FLOOD

SCHOOL DISTRICT MAILING ADDRESS

NORMAN

CITY

73069

ZIP CODE

WHITTIER MIDDLE SCHOOL

NAME OF SITE

Brian M. Olan

PRINCIPAL SIGNATURE*

1-15-2020

DATE

PRINCIPAL SIGNATURE*

DATE

PRINCIPAL SIGNATURE*

DATE

Dr. Nicholas Migliorino

SUPERINTENDENT NAME (PLEASE PRINT)

nickm@norman.k12.ok.us

SUPERINTENDENT E-MAIL ADDRESS

[Signature]

SUPERINTENDENT SIGNATURE*

1-17-20

DATE

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

[Signature]

BOARD PRESIDENT SIGNATURE*

NOTARY SEAL →

[Signature]

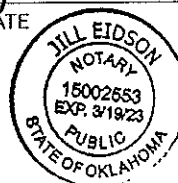
NOTARY

2-10-20

DATE

3-19-23

COMMISSION EXPIRATION DATE



Statute/Oklahoma Administrative Code to be Waived:

(specify statute or OAC (deregulation) number: (see instructions))

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

THE WAIVER/DEREGUALTION IS REQUESTED FOR:

☒ One Year Only

☐ Three Years*

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

SDE USE ONLY

PROJECT YEARS

3 of 3

ENROLLMENT

☐ High School

☐ Jr./Middle High

☐ Elementary

14,389 District Total

3/13/2020

DATE RECEIVED

70 O.S. 3-124

OAC _____

Library Media Specialist

NAME OF WAIVER

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

The District seeks permission to hire a certified teacher with extensive classroom experience for Whittier Middle School. Attached please find her letter of commitment and course schedule.

Kathryne Stevens has been a classroom teacher and is currently enrolled in the Masters of Library and Media Studies program at the University of Oklahoma. Ms. Stevens is enrolled in 3 hours for spring 2020. She plans to complete her program in the spring of 2022. Therefore, Norman Public Schools is requesting a 1 year waiver enabling her to work at Whittier Middle School. Ms. Stevens plans to take the OSAT for librarians in the spring of 2022.

B. List alternate strategies/plans which the district/site proposes, and how this plan will best serve the students of your district, i.e., a description of the educational benefits to the students and learning achievement.

Ms. Stevens will be provided release time to attend mandatory training/workshops. These comprise a total of 15 hours. These trainings will focus on best practice in school library programs and national American Association of School Librarians standards. In addition, this librarian will attend 12 hours of Guided Inquiry and making training focused on co-teaching and collaboration of research strategies between classroom teachers and librarians. She will be required to observe and visit librarians throughout the district. She is required to be enrolled at the University of Oklahoma School of Libraries and Information Studies MLIS program until completed.

C. Educational impact to the district: Results of the Statutory Waiver/Deregulation, i.e., effect on student performance levels, impact of plan on other sites in the district.

Ms. Stevens will be mentored by other librarians (elementary and secondary) in the district in order to ensure that library standards are met for the students of Whittier Middle School. The Director of Media Services & Instructional Technology will provide direct assistance to ensure the provision of quality library services to all students and staff at Whittier Middle School.

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

A waiver/deregulation can be granted for up to 3 years. (Please see instructions for additional requirements)

- January 2020-May 2020: Complete librarian observations. Attend meetings for new librarians throughout the year.
- January 2020-May 2020: Attend regular librarian workshops focused on best practice in school library programs and national American Association of School Librarians standards.
- Spring 2020: Attend 12 hours of Guided Inquiry training.

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


Allows District to focus funding as needed.

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

Ms. Stevens will be evaluated on the Marzano Teaching Evaluation which will consist of the Whittier Middle School Principal conducting walkthroughs, informal, and formal observations with pre- and post-conferences. The Director will consult with the building principal in the evaluation process. Ms. Stevens will submit an annual report documenting his progress in supporting learner success.

Letter of Intent

I am currently enrolled in LIS 5203 Leadership in Information Organizations for the spring 2020 at the University of Oklahoma's Norman campus. I plan to graduate in May 2022 and plan to take the library certification test in May 2022 as well. I am a certified teacher in government, economics, world history, geography, and Oklahoma history.

Kathryn Stevens


1/13/2020


Financial Aid

Search Go

SITE MAP HELP EXIT

Academic Transcript

113808990 Kathryn G. Stevens
Jan 14, 2020 03:44 pm

 This is not an official transcript. Courses which are in progress may also be included on this transcript.

The University of Oklahoma
Enrollment Services
1000 Asp Avenue, Room 230
Norman OK 73019-4076

Institution Credit Transcript Totals Courses in Progress

Transcript Data

STUDENT INFORMATION

Birth Date: 07/30/1991

Curriculum Information

Major(s)

M of Library and Info Studies

Program:

M of Library and Info Studies

College:

College of Arts and Sciences

Campus:

Norman - Main Campus

Major and Department:

Library Information Studies, Library and Info Studies

***Transcript type: Advising Document is NOT Official ***

Curriculum Information

Major(s)	
Program:	M of Library and Info Studies
College:	M of Library and Info Studies
Campus:	College of Arts and Sciences
Major and Department:	Norman - Main Campus
	Library Information Studies, Library and Info Studies

***Transcript type: Advising Document is NOT Official ***

COURSES IN PROGRESS -Top-

Term: Spring 2020

College:				College of Arts and Sciences
Major:				Library Information Studies
Subject	Course	Campus	Level	Title
LIS	5203	Norman - Main Campus	GR	Leadership in Info Orgs
				Credit Hours
				3.000

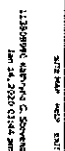
Unofficial Transcript

Term: Summer 2020

College:				College of Arts and Sciences
Major:				Library Information Studies
Subject	Course	Campus	Level	Title
LIS	5283	Norman - Main Campus	GR	School Library Admin
				Credit Hours
				3.000

Unofficial Transcript

RELEASE: 8.7.1



²³ This is not an official transcript. Courses which are in parentheses only need be indicated on this transcript if the University of Minnesota

Institutional Control **Transcript Totals:** **Courses in Progress**

STUDENT INFORMATION

Birth Date:

Curriculum Performance

Major(s)

PROBATION:

College:

Chambers;

*** Transcript type: Acting Document is NOT Official ***

[COURSES IN PROGRESS](#) -Top

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Literature Cited

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1000 Asp Avenue, Room 230
Norman OK 73019-4076

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Transcript Data

STUDENT INFORMATION

Birth Date: 07/30/1991

Curriculum Information

Major(s)

M of Library and Info Studies

Program:

M of Library and Info Studies

College:

College of Arts and Sciences

Campus:

Norman - Main Campus

Major and Department:

Library Information Studies, Library and Info Studies

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Norman Public Schools

131 South Flood Avenue
Norman, Oklahoma 73069
www.normanpublicschools.org

January 15, 2020

Accreditation/Standards
Oklahoma State Department of Education
2500 N. Lincoln Blvd.
Oklahoma City, OK 73105

To Accreditation Division:

Norman Public Schools is seeking a one-year waiver to Standard VII concerning staffing of school libraries. This waiver allows Norman Public Schools to provide quality library services in a time of national and statewide shortages of certified school librarians.

Norman Public Schools hires certified school librarians when available. The waiver will allow NPS to use a certified classroom teacher, Kathryne Stevens, to fill the school librarian position at Whittier Middle School. An intensive mentoring and training program is in place to support Ms. Stevens who is beginning her MLIS degree through the University of Oklahoma School of Library and Information Studies this month. This spring and summer she is enrolled in six hours. Ms. Stevens plans to complete her MLIS degree by May 2022. Therefore, Norman Public Schools is requesting a waiver this year enabling her to work at Whittier Middle School. She will be continuing graduate school as she works in her new school library position.

This waiver opportunity will enable us to meet our goal of providing every student the services of a highly qualified teacher librarian.

Therefore we respectfully seek a one-year Statutory Waiver to 70 O.S. § 3-126. Thank you for your consideration of this waiver. We appreciate your continued support, and will be happy to discuss the request in detail.

Sincerely,



Dr. Nicholas Migliorino, Superintendent

Mission: To prepare and inspire all students to achieve their full potential

Values: Integrity | Inclusiveness | Collaboration | Optimism

Section 42.8. Requirements for Exemption.

A. A school district may develop an educational improvement plan which includes exemption for the educational-related statutory requirements set forth in subsections C of this section and State Board of Education rules for the school district, a school site or any program, grade level, consortium of schools or school districts or other group within the school district. The board of education of the school district shall, through adoption of a resolution, approve the plan prior to application being made to the State board of Education.

B. Each educational improvement plan approved by the State Board of Education shall include the following components:

1. A description of the educational benefits to be derived;
2. A definition of the standards of the plan;
3. Development of definitive work products, such as site improvement plans and progress reports;
4. Demonstration of collaboration by teachers, administrators, higher education representatives, students, parents/families, and the community;
5. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan;
6. Development of an in-service training plan to be provided to personnel at the site who will participate in the project;
7. 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; and
8. Explanation of how the plan will affect other schools, program or sites in the district.

C. Each educational improvement plan shall include a list of the specific educational-related statutory requirements and State Board of Education rules the school district is requesting an exemption from and why each exemption is necessary to success of the plan. The school district shall not be granted an exemption from federal educational-related requirements. A school district may request an exemption from any statutory requirement or State Board of Education rule not related to bilingual and special education programs, health and safety provisions, school finance, State Aid, pupil formula weights, teacher salary and teacher retirement, the Oklahoma School Testing Program, the Oklahoma Educational Indicators Program and the teacher preparation, examination, licensure, certification, residency and professional development system. The State Board of Education may grant district-wide exemptions from certification requirements for Library Media Specialist to districts experiencing a shortage in this area. The State Board of Education may grant an exemption from certification requirements for superintendents to any district with an unweighted average daily membership over twenty-five thousand (25,000). (70-3-126)

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