



**JOY HOFMEISTER**  
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION  
OKLAHOMA STATE DEPARTMENT OF EDUCATION

**MEMORANDUM**

**TO:** The Honorable Members of the State Board of Education  
**FROM:** Joy Hofmeister  
**DATE:** May 26, 2016  
**SUBJECT:** Deregulation of Administrative Services

The following school is requesting deregulation of administrative and supervisory services for the 2016-2017 school year. Approval is recommended.

<b>District</b>	<b>County</b>	<b>Regulation</b>	<b>Alternative Means</b>
Wynona	Osage* (3)	OAC20:35-3-46	Supt. will serve as ES & HS Principal

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

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Attachments

OKLAHOMA STATE DEPARTMENT OF EDUCATION

Deregulation/Statutory Waiver Application Worksheet

\*\* SCHOOL YEAR 2016-2017\*\*\*\*

**Superintendent:** Shelly Shulanberger      **County:** Osage  
**District Name:** Wynona      **Date Received:** May 12, 2016  
**School Name:** Wynona Elem. and High  
**RAO:** LeGay Riggs      **Date of Application:**  
**O.A.C. Number:** 210:35-3-46 – Supt. serves as principal  
**Statute Number:**

	Yes	No	NA	Need
<b>Correct Form:</b>	X	_____	_____	_____
<b>Correct Standard Stated:</b>	X	_____	_____	_____
<b>Principal's Signature:</b>	X	_____	_____	_____
<b>Superintendent's Signature:</b>	X	_____	_____	_____
<b>Board President's Signature:</b>	X	_____	_____	_____
<b>Notary with Seal:</b>	X	_____	_____	_____
<b>Equivalency/Letter of Explanation:</b>	X	_____	_____	_____
<b>Bell Schedule:</b>	_____	_____	_____	_____
<b>School Calendar:</b>	_____	_____	_____	_____
<b>Contract(Library/Counseling):</b>	_____	_____	_____	_____

**Focus, Priority, Targeted Intervention school-** ES Priority & HS Focus

**Enrollment**

<b>High School</b>	36
<b>Middle/Junior High School</b>	0
<b>Elementary School</b>	74
<b>Total Enrollment</b>	110

**Description:** Requesting dereg for Superintendent to also serve as ES Principal and HS Principal – holds certification for all three.

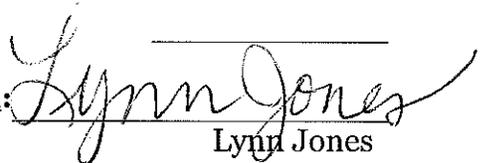
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**Board Month:** May 2016

**Approval:**   
Lynn Jones

Abbreviated Day/COOP  
 Approved via e-mail(attached)

**Project Year:** 6 of 6  
**School Year:** 2016-2017  
**Timeline:** \_\_\_\_\_  
**CC:** \_\_\_\_\_

**Notification**

<b>Superintendent</b>	_____	will attend
<b>Principal</b>	_____	will attend



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

(a) The school site shall be part of a system employing a full-time superintendent. 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 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.

(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 early childhood school day shall consist of not less than 2 1/2 hours per session. Early childhood may meet for less than 2 1/2 hours a day the first five (5) days of school.

(2) The kindergarten school day shall consist of not less than 2 1/2 hours per day. Kindergarten may meet for less than 2 1/2 hours for the first five (5) days of school.

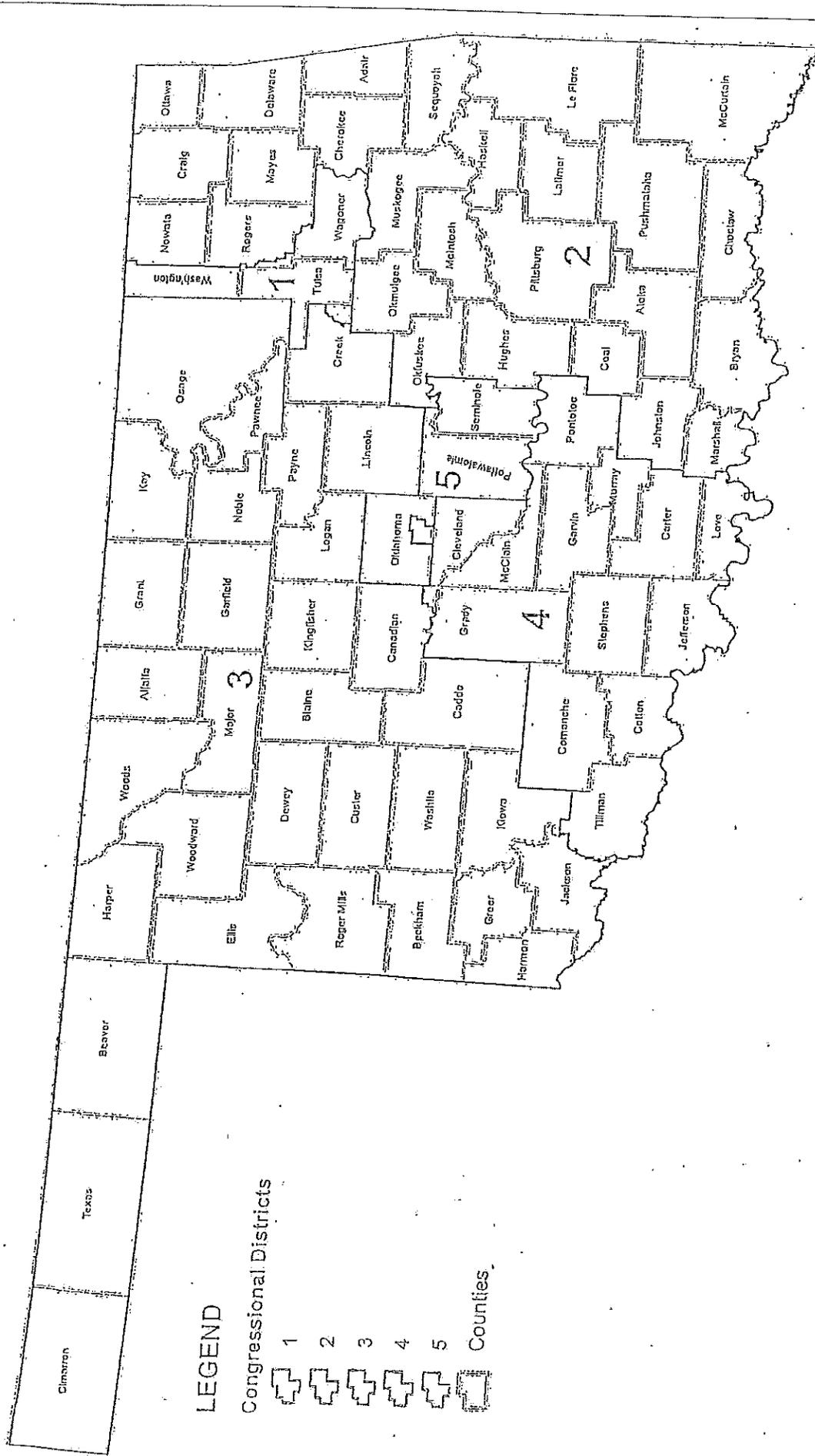
(3) A school day for first graders shall consist of not less than three (3) hours per day during the first two (2) weeks of school if the teachers devote the afternoon to parent-teacher conferences.

(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. [70 O.S., Section 1-109]

(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 administrator 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., Section 1-112]

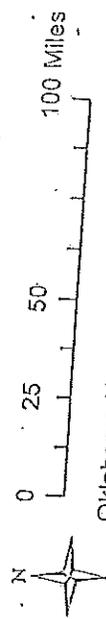
# Oklahoma Congressional Districts 2012 - 2020 Elections



## LEGEND

Congressional Districts

- 1
- 2
- 3
- 4
- 5
- Counties



Oklahoma House of Representatives, GIS Office