



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

Western Heights Public Schools – Accredited with Probation
Conditions of State Intervention

1. Immediate full state intervention for a period not to exceed one (1) year and to be reviewed at least every ninety (90) days. Intervention includes:
 - a. Representatives of the Oklahoma State Department of Education (OSDE), as determined by the State Superintendent and led by the appointed interim superintendent, immediately conduct an on-site needs assessment. The on-site needs assessment shall use each of the following guidelines and procedures:
 - i. Assessment of the District staff to determine:
 1. The percentage of certified teachers who are teaching in their field of expertise and certification;
 2. The percentage of teachers who are certified;
 3. The number of teachers with more than three years experience; and,
 4. The rate of teacher retention;
 - ii. A report on the parental involvement strategies and the effectiveness of the strategies;
 - iii. An assessment of the quality, quantity, and appropriateness of instructional materials, including the availability of technology to students and staff to access and use the instructional materials (as applicable);
 - iv. An assessment of the extent and quality of the mentoring program provided for:
 1. New teachers on campus; and
 2. Experienced teachers on the campus who have less than two years of teaching experience in the subject or grade level to which the teacher is assigned;
 - v. an assessment of the type and quality of the professional development provided to the staff;
 - vi. a demographic analysis of the student population, including student demographics, at-risk populations, and special education percentages;
 - vii. Research and analysis of discipline and school safety, including disparities in rates and length of suspensions, student arrests and other serious offenses;
 - viii. financial and accounting practices;
 - ix. an assessment of the appropriateness of the curriculum and teaching strategies; and,
 - x. any other research-based data or information obtained from a data collection process that would assist the team in:
 1. recommending an action under Section C; and
 2. executing a targeted improvement plan under Section C.

- xi. Assessment of the school district's governance, including a review and assessment of school board's structure, capacity and performance, taking into consideration current term limits for existing board members.
 - xii. School district community, including but not necessarily limited to staff, assessment of the environment, relations, trust, culture of the district.
 - xiii. On completing the on-site needs assessment, information and recommended actions, under the approval of the interim superintendent, shall be provided to the community and intervention performance team as provided in Section C.
- b. Appointment of an interim superintendent. The interim superintendent shall have the authority to make directives, as necessary, to improve services and outcomes in the District, including but not limited to the following powers and duties:
- i. Selection, assignment, evaluation of school district employees, report to the governing board regarding personnel actions;
 - ii. Lead and develop a plan for recruitment, retention, reorganization of staff and resources;
 - iii. Be responsible for the working relationships among the principal(s) and staff and effectuate the effective administration and operation of the educational program. As a part of these responsibilities, the interim superintendent may direct action to be taken by a principal of a school site or other school employee; approving or disapproving any action of a principal of a school site or other school employee;
 - iv. Management of school facilities and equipment;
 - v. Administration and supervision of the educational and communications program;
 - vi. Work with the school district personnel and board of education to identify issues that led to non-compliance and intervention, and report to OSDE on development of a corrective action plan to address the identified issues, which is to include the matters identified here and also
 - vii. Review finances and guide district operations to stabilize operations (staff, finances, daily ops)
 - viii. Guide and support administration and school board in pursuit of these efforts
 - ix. Coordinate and leads community meetings and opportunities for stakeholder engagement, including but not limited to the District Improvement Plan required in Section C.
 - x. Be the liaison for the District to OSDE/OSBE;
- c. Under direction and guidance of the interim superintendent, establishment of a community intervention and performance management team, which shall consist of teachers, parents, principals, students, community leaders, business representatives who have expertise in leadership, individuals who have knowledge or expertise in the field of education and may include representatives of the Oklahoma State Department of Education.

In partnership with the on-site needs assessment review team, the community intervention and performance management team shall recommend actions for inclusion in a District Improvement Plan relating to any area of insufficient performance and needs improvement, including:

- i. Reallocation of resources;

- ii. Technical assistance;
- iii. Changes in school procedures or operations;
- iv. Staff development for instructional and administrative staff;
- v. Teacher recruitment or retention strategies and incentives provided by the school district to attract and retain teachers and other personnel;
- vi. Governance;
- vii. Student opportunities and academic outcomes;
- viii. Uses of COVID-19 relief funds; and,
- ix. Family engagement.

Under the direction and coordination of the interim superintendent, the community intervention and performance management team shall conduct no less than three (3) public meetings to obtain stakeholder feedback on any of the recommended actions relating to the areas of insufficient performance and provided in the on-site needs assessment. The stakeholder engagement and consultations must include, but not be limited to: students, families, school and district administrators (including special education administrators), teachers, principals, school leaders, other educators, staff and unions. Additionally, stakeholder input should be inclusive of individuals and organizations representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students and other underserved students.

- d. Once developed and approved by the District's local board of education, the interim superintendent shall submit the District's Improvement Plan to the State Superintendent, or designee for approval.
 - e. Until the District Improvement Plan is approved, all actions and decisions of the District, by and through the school district board of education are subject to the approval of the State Board of Education, by and through its interim appointed superintendent. Action shall not be taken without the OSBE appointed interim superintendent and OSDE approval, in writing;
 - i. All personnel actions or recommendations be provided to the interim superintendent at least five (5) days in advance of any proposed action relating thereto;
 - ii. All encumbrances will be provided to OSDE for review at least five (5) days before they are presented to the local board for approval;
 - iii. Bank statements for all accounts of the local board will be provided to OSDE on a monthly basis and at least five (5) days in advance of any presentation, discussion or consideration at a meeting of the board of education;
 - iv. Treasurer's report will be provided to OSDE for review at least five (5) days before it is presented, discussed, considered or recommended to be acted on by the local board of education;
 - v. OSDE will send personnel to the school district to provide technical assistance, as requested and coordinated through the OSBE appointed interim superintendent
 - vi. Monthly reports to OSBE at next meeting (August 26)
2. Ongoing requirements to come into compliance with previously identified deficiencies and non-compliance.