

## CHAPTER 35. STANDARDS FOR ACCREDITATION OF ELEMENTARY, MIDDLE LEVEL, SECONDARY, AND CAREER AND TECHNOLOGY SCHOOLS

### SUBCHAPTER 3. STANDARDS FOR ELEMENTARY, MIDDLE LEVEL, SECONDARY, AND CAREER AND TECHNOLOGY SCHOOLS

#### PART 1. STANDARD I: PHILOSOPHY (AND/OR MISSION) AND GOALS

##### **210:35-3-5. Policy Regarding the Flag of the United States of America**

(a) Recognizing the significance of the American flag and the Pledge of Allegiance in the educational environment, each school district must establish a clear policy that ensures the U.S. flag, as defined in 4 U.S.C. §§ 1 and 2, can be flown and displayed on all school campuses without infringement. This policy should promote the respectful presentation of the flag, ensuring it is treated with the honor it deserves. Further, every student shall be allowed to display the flag of the United States of America as the U.S. flag is defined under 4 U.S.C. §§ 1 and 2.

(b) In accordance with Title 70 O.S. § 24-106, every school must lead its students in reciting the Pledge of Allegiance at least once a week. This practice is crucial in fostering a sense of national pride and respect for the country's ideals among students.

(c) All districts are required to submit a report detailing their policies regarding the display of the U.S. flag and the weekly recitation of the Pledge of Allegiance. This report should include specific measures the district has implemented to ensure compliance and how these practices are being integrated into the school culture.

(d) Consistent with the requirements of Title 70 O.S. § 3-104.4, the Oklahoma State Department of Education ("Department") shall begin an investigation of any complaint for any failure to comply with accreditation standards, including without limitation, compliance with Title 70 O.S. § 24-106, or any requirement in this rule, within thirty (30) days. If the Department determines that a Public School has failed to comply with the accreditation standards, including without limitation this rule, the Department shall report the information to the Oklahoma State Board of Education for possible further action within ninety (90) days.

(1) Complaints of alleged violations of Title 70 O.S. § 24-106 or any requirement in this rule shall be filed with the Accreditation Division of the State Department of Education. In order for a complaint to be accepted for investigation, it must:

(A) Be submitted in writing, signed, and dated by the complainant, including complaints submitted through electronic mail that include electronic signatures;

(B) Identify dates that alleged discriminatory act occurred;

(C) Explain the alleged violation and/or discriminatory conduct and how Title 70 O.S. § 24-106 or the provisions of this rule have been violated;

(D) Include relevant information that would enable a Public School to investigate the alleged violation; and

(E) Identify witnesses the Public School may interview, if applicable, provided the Public School will not dismiss a complaint for failure to identify witnesses.

#### PART 11. STANDARD VI: STUDENT SERVICES

##### **210:35-3-106. Guidance and counseling services**

(a) The counseling staff, parents, administrators, and others shall provide guidance and counseling program direction through involvement in assessment and identification of student needs. Oklahoma School Counselors shall be certified by one of the following methods:

(1) Traditional Certification:

(A) for Traditional Certification, an Oklahoma School Counselor shall, prior to certification:

(i) possess a master's degree in School Counseling Program;

(ii) successfully pass the Oklahoma Subject Area Test ("OSAT") in School Counseling;

(iii) successfully pass a background check; and

(iv) submit a recommendation for certification from the university from which their degree was awarded

(2) Alternative Certification

(A) for Alternative Certification, an Oklahoma School Counselor shall, prior to certification:

(i) possess a master's degree in a school counseling-related field or a master's degree and two (2) years of counseling-related work experience;

(ii) have successfully completed thirty (30) or more counseling-related graduate credit hours; or fifteen (15) or more counseling-related graduate credit hours and one year of counseling-related work experience; or three (3) or more years of counseling-related work experience

(iii) successfully pass the Oklahoma Subject Area Test ("OSAT") in School Counseling;

(iv) successfully pass a background check; and

(v) successfully complete two (2) college credit courses, totaling at least six credit hours, within three (3) years, addressing the components of a Comprehensive School Counseling program, including but not limited to, data-informed decision-making, closing achievement, and opportunity gaps, school counseling ethical standards, and improving student achievement, attendance, and discipline or approved equivalents.

(3) Emergency Certification:

(A) Decisions regarding emergency certification are initially handled at the local school level and then must be subsequently approved by the Oklahoma State Board of Education.

(b) All Oklahoma School Counselors shall be trained in the pathways unit system as provided for in 70 O.S. Supp. 2023, Section 11-103.6.

(c) The schools shall develop a written description of an outcomes-based (competency) guidance and counseling program with special provisions for at-risk students. The program shall address assessed needs of all students, including those who are identified as at-risk, and shall establish program goals, objectives, and an evaluation. Comprehensive School Counseling Program. "Comprehensive School Counseling Program," for the purposes of this section, shall mean a program that has an impact on student growth in the areas of academic advisement, college and career, and life skills and wellness.

(ed) Oklahoma School Counselors shall spend a minimum of eighty percent (80%) of total work time providing direct and indirect services that are components of the school's Comprehensive School Counseling Program and shall spend the remaining percentage of total work time on program planning and providing school support. Each school shall provide an organized program of guidance and counseling services.

(1) Counseling services shall be provided to students, in group or individual settings, that facilitate understanding of self and environment.

(2) The counseling services shall provide a planned sequential program of group guidance activities that enhance student self-esteem and promote the development of student competence in the academic, personal/social, and career/vocational areas.

(3) The provider of counseling services shall consult with staff members, parents, and community resources and make appropriate referrals to other specialized persons, clinics, or agencies in the community.

(4) Counseling and guidance services shall be coordinated and shall work cooperatively with other school staff, parents, community resources, and other educational entities.

(de) The Local Educational Agency ("LEA") shall develop and implement a comprehensive school counseling program that is delivered by a certified Oklahoma School Counselor and ensures student services are coordinated in a manner that provides comprehensive support to all students. Each counselor shall follow a planned calendar of activities based on established program goals and provide direct and indirect services to students, teachers, and/or parents.

(f) Oklahoma School Counselors shall adhere to the ethics and standards set forth within their School Counselor Certification Programs, the Oklahoma Standards of Performance and Conduct for Teachers, as well as all other applicable laws and regulations.

(eg) Beginning with the 2023-2024 school year, prior to annual enrollment of a new or returning student, the parent or legal guardian of a student may disclose to the student's resident district, as determined by Section 1-113 of Title 70 of the Oklahoma Statutes, if the student has received inpatient or emergency outpatient mental health services from a mental health facility in the previous twenty-four (24) months. For the purposes of this section, "mental health facility" shall have the same meaning as Section 5-502 of Title 43A of the Oklahoma Statutes.

(1) If a disclosure provided occurs, designated school personnel, which may include members of the individualized education program (IEP) team, shall meet with the parent or legal guardian of the student and representatives of the mental health facility prior to enrollment to determine whether the student is in need of any accommodations including but not limited to an IEP in accordance with the Individuals with Disabilities Education Act (IDEA) or a Section 504 Plan as defined by the Rehabilitation Act of 1973. The meeting required by this section may take place in person, via teleconference, or via videoconference.

(2) The disclosure and subsequent handling of personal health information and related student education records pursuant to this section shall comply with the Family Educational Rights and Privacy Act of 1974 (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

## **SUBCHAPTER 5. ADDITIONAL STANDARDS FOR ELEMENTARY SCHOOLS**

### **PART 13. STANDARD VII: THE MEDIA PROGRAM**

#### **210:35-5-74. Expenditures**

**(a) Minimum annual expenditures.** In establishing a balanced print and nonprint collection, the minimum annual media program expenditure per school site shall be as follows:

**(1) Fewer than five hundred (500) enrolled students:** Nine dollars (\$9.00) per enrolled student.

**(2) Five hundred (500) to nine hundred ninety-nine (999) enrolled students:** Four thousand five hundred dollars (\$4500.00) for the first five hundred (500) enrolled students plus five dollars (\$5.00) per student for each additional enrolled student above five hundred (500) students up to nine hundred ninety-nine (999) students.

(3) **One thousand (1000) to one thousand nine hundred ninety-nine (1999) enrolled students:** Seven thousand dollars (\$7000.00) for the first one thousand (1000) enrolled students plus four dollars (\$4.00) per student for each additional enrolled student above one thousand (1000) students up to one thousand nine hundred ninety-nine (1999) students.

(4) **Two thousand (2000) or more enrolled students:** Eleven thousand dollars (\$11,000.00) for the first two thousand (2000) enrolled students plus three dollars (\$3.00) per student for each additional enrolled student above two thousand (2000) students.

(b) **Permissible media expenditures.** All materials in the school (decentralized materials) that have been processed and are cataloged by the media center may be included. Examples of materials that constitute permissible media expenditures include, but are not limited to:

- (1) Hardback, paperback, and/or electronic books;
- (2) Periodicals in print and/or digital formats;
- (3) Pamphlets, manuscripts, and reports, in print and/or digital formats;
- (4) Prints, posters, photographic slides, filmstrips, or photographs, in print and/or digital formats;
- (5) Microforms (e.g., microfilm and/or microfiche);
- (6) Multimedia packages or kits;
- (7) Scientific specimens, microscopic slides;
- (8) Realia;
- (9) Models;
- (10) Audio recordings (e.g., vinyl records, reel-to-reel tape recordings, cassettes, CDs, MP3);
- (11) Video recordings (e.g., film, video tape, DVD and Blu-ray discs,) and;
- (11) Computer software and applications.

(c) **Impermissible expenditures.** Textbooks, equipment, and salaries may not be included. For purposes of this Section, "equipment" shall have the meaning set forth at 210:25-7-1.

(d) **Federal funds not included.** The contributions of federally funded programs shall not be included in meeting this standard.

## SUBCHAPTER 7. ADDITIONAL STANDARDS FOR MIDDLE LEVEL SCHOOLS

### PART 13. STANDARD VII: THE MEDIA PROGRAM

#### 210:35-7-64. Expenditures

(a) **Minimum annual expenditures.** In establishing a balanced print and nonprint collection, the minimum annual media program expenditure per school site shall be as follows:

(1) **Fewer than five hundred (500) enrolled students:** Nine dollars (\$9.00) per enrolled student.

(2) **Five hundred (500) to nine hundred ninety-nine (999) enrolled students:** Four thousand five hundred dollars (\$4500.00) for the first five hundred (500) enrolled students plus five dollars (\$5.00) per student for each additional enrolled student above five hundred (500) students up to nine hundred ninety-nine (999) students.

(3) **One thousand (1000) to one thousand nine hundred ninety-nine (1999) enrolled students:** Seven thousand dollars (\$7000.00) for the first one thousand (1000) enrolled students plus four dollars (\$4.00) per student for each additional enrolled student above one thousand (1000) students up to one thousand nine hundred ninety-nine (1999) students.

(4) **Two thousand (2000) or more enrolled students:** Eleven thousand dollars (\$11,000.00) for the first two thousand (2000) enrolled students plus three dollars (\$3.00) per student for each additional enrolled student above two thousand (2000) students.

(b) **Permissible media expenditures.** All materials in the school (decentralized materials) that have been processed and are cataloged by the media center may be included. Examples of materials that constitute permissible media expenditures include, but are not limited to:

- (1) Hardback, paperback, and/or electronic books;
- (2) Periodicals in print and/or digital formats;
- (3) Pamphlets, manuscripts, and reports, in print and/or digital formats;
- (4) Prints, posters, photographic slides, filmstrips, or photographs, in print and/or digital formats;
- (5) Microforms (e.g., microfilm and/or microfiche);
- (6) Multimedia packages or kits;
- (7) Scientific specimens, microscopic slides;
- (8) Realia;
- (9) Models;
- (10) Audio recordings(e.g., vinyl records, reel-to-reel tape recordings, cassettes, CDs, MP3);
- (11) Video recordings (e.g., film, video tape, DVD and Blu-ray discs,) and;
- (12) Computer software and applications.

(c) **Impermissible expenditures.** Textbooks, equipment, and salaries may not be included. For purposes of this Section, "equipment" shall have the meaning set forth at 210:25-7-1.

(d) **Federal funds not included.** The contributions of federally funded programs shall not be included in meeting this standard.

## SUBCHAPTER 9. ADDITIONAL STANDARDS FOR SECONDARY SCHOOLS

### PART 13. STANDARD VII: THE MEDIA PROGRAM

#### 210:35-9-74. Expenditures

(a) **Minimum annual expenditures.** In establishing a balanced print and nonprint collection, the minimum annual media program expenditure per school site shall be as follows:

- (1) **Fewer than five hundred (500) enrolled students:** Nine dollars (\$9.00) per enrolled student.
- (2) **Five hundred (500) to nine hundred ninety-nine (999) enrolled students:** Four thousand five hundred dollars (\$4500.00) for the first five hundred (500) enrolled students plus five dollars (\$5.00) per student for each additional enrolled student above five hundred (500) students up to nine hundred ninety-nine (999) students.
- (3) **One thousand (1000) to one thousand nine hundred ninety-nine (1999) enrolled students:** Seven thousand dollars (\$7000.00) for the first one thousand (1000) enrolled students plus four dollars (\$4.00) per student for each additional enrolled student above one thousand (1000) students up to one thousand nine hundred ninety-nine (1999) students.
- (4) **Two thousand (2000) or more enrolled students:** Eleven thousand dollars (\$11,000.00) for the first two thousand (2000) enrolled students plus three dollars (\$3.00) per student for each additional enrolled student above two thousand (2000) students.

(b) **Permissible media expenditures.** All materials in the school (decentralized materials) that have been processed and are cataloged by the media center may be included. Examples of materials that constitute permissible media expenditures include, but are not limited to:

- (1) Hardback, paperback, and/or electronic books;
- (2) Periodicals in print and/or digital formats;
- (3) Pamphlets, manuscripts, and reports, in print and/or digital formats;
- (4) Prints, posters, photographic slides, filmstrips, or photographs, in print and/or digital formats;
- (5) Microforms (e.g., microfilm and/or microfiche);
- (6) Multimedia packages or kits;
- (7) Scientific specimens, microscopic slides;
- (8) Realia;
- (9) Models;
- (10) Audio recordings (e.g., vinyl records, reel-to-reel tape recordings, cassettes, CDs, MP3);
- (11) Video recordings (e.g., film, video tape, DVD and Blu-ray discs,) and;
- (12) Computer software and applications.

(c) **Impermissible expenditures.** Textbooks, equipment, and salaries may not be included. For purposes of this Section, "equipment" shall have the meaning set forth at 210:25-7-1.

(d) **Federal funds not included.** The contributions of federally funded programs shall not be included in meeting this standard.