



OKLAHOMA STATE
DEPARTMENT *of* EDUCATION

October 13, 2025

Todd Loftin

Deputy Chief of Staff
Oklahoma State Department of Education

Dear Mr. Loftin,

As part of the recent change in leadership at the Oklahoma State Department of Education, we are making adjustments to the agency's executive team to align with the direction and priorities of the new administration. As a result, your employment with the Department will end effective today, October 13, 2025.

This decision is not a reflection of your work or your dedication to Oklahoma's students and educators. We are grateful for your service and the contributions you have made to the Department and to public education in our state.

Because of your years of service to the Department, you will be offered severance pay through December 31, 2025, equivalent to your regular salary. This offer is contingent upon your execution of a standard separation agreement and release of claims. You will also receive payment for any accrued leave, consistent with state policy. Human Resources will provide you with the separation agreement and details regarding final pay, benefits, and the transition process.

On behalf of the Department, I want to thank you for your professionalism and your commitment during your time here. We wish you the very best in your future endeavors.

Sincerely,

Lindel Fields

State Superintendent of Public Instruction
Oklahoma State Department of Education



OKLAHOMA STATE
DEPARTMENT of EDUCATION

Severance Agreement Between Employee and Oklahoma State Department of Education

Severance Agreement

This Severance Agreement ("Agreement") is made and entered into on **October 13, 2025**, by and between **Todd Loftin** ("Employee") and the Oklahoma State Department of Education ("Employer").

Recitals

WHEREAS, Employee's employment with Employer will terminate effective **October 13, 2025**; and WHEREAS, Employer desires to provide Employee with severance pay, and Employee desires to accept such severance pay, in exchange for Employee's agreement not to sue or seek legal action against Employer;

1. Severance Pay

Employer agrees to pay Employee the Employee's regular salary, less applicable taxes and withholdings, through December 31, 2025. Details regarding distribution will be provided by human resources.

2. Release of Claims

In consideration for the severance pay described above, Employee agrees to fully and forever release and discharge the Oklahoma State Department of Education, its officers, employees, agents, and affiliates from any and all claims, demands, actions, or causes of action, whether known or unknown, that Employee may have arising out of or related to Employee's employment or termination of employment with Employer.

This release includes, but is not limited to, claims arising under federal, state, or local law, including any claim for wrongful termination, discrimination, harassment, retaliation, breach of contract, or any other employment-related claim.

3. No Lawsuit Covenant

Employee agrees not to file, pursue, or participate in any lawsuit, complaint, charge, or legal proceeding against Employer based on any claim released in Section 2 above.

4. No Admission of Liability

This Agreement does not constitute an admission of liability or wrongdoing by Employer or Employee.

5. Confidentiality

Employee agrees to keep the terms and existence of this Agreement confidential to the extent permitted by law, except as required by law or as necessary to enforce its terms.



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6. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes any prior agreements or understandings, whether written or oral, relating to Employee's employment and separation.

7. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma.

8. Voluntary Agreement

Employee acknowledges that Employee has read and understands this Agreement, has had the opportunity to consult with legal counsel, and signs this Agreement voluntarily and without coercion.

Signatures

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| Employee: | |
| Date: | October 13, 2025 |
| Oklahoma State Department of Education Representative: | Lindel Fields, Superintendent |
| Date: | October 13, 2025 |