



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: The Honorable Members of the State Board of Education
FROM: Janet Barresi
DATE: August 20, 2014
SUBJECT: Approval of late expenditure reports – Federal Programs

Pursuant to Oklahoma Administrative Code Rule 210:25-3-7(12), “forms requesting reimbursement against any federal program section of the State Department of Education *must* be received or postmarked on or before August 1 every year.

Timberlake, Blackwell, Monroe, Hanna, Millwood, Okmulgee and Anderson have provided a good cause letter of explanation and are in payable form. State Board approval is requested.

GB:rc

Attachment

LATE CLAIMS

02 I093	Timberlake		
	REAP Flex	(586)	\$13,274.36
36 I045	Blackwell		
	Title IA	(511)	\$17,286.42
	RLIS	(587)	\$ 34.73
40 C011	Monroe		
	Title IA	(511)	\$ 8,012.43
49 I064	Hanna		
	Title IA	(511)	\$ 9,506.79
	REAP	(586)	\$ 2,784.15
55 I037	Millwood		
	Title IA	(511)	\$52,252.81
56 I001	Okmulgee		
	Title IIA	(541)	\$ 6,065.00
57 C052	Anderson		
	Title IA	(511)	\$14,860.25

Timberlake PUBLIC SCHOOLS

P.O. Box 287
Helena, Ok 73741

Superintendent
580-852-3307
Fax 580-852-3280

Timberlake
High School
580-852-3281
Fax 580-852-8019

Timberlake
Elementary
580-626-4411
Fax 580-626-4414

20 Aug 2014

Oklahoma Department of Education,

This letter is in regards to the late application for federal funds for the Timberlake School District. The reason for being late had to do with a change in personnel in the main office. The lady who did federal programs for the district left the school district at the end of 2012-2013. The person who was supposed to be drawing down funds for 2013-2014 did not work out as an employee for that position and failed to draw down any of the money. She has since left that position and I will be the person in charge of drawing down federal funds for the 2014-2015. Funds will be drawn down in a timely manner.

Brent Rousey,
Brent Rousey
Superintendent,

Timberlake Schools





**Blackwell
Public
Schools**

201 East Blackwell Street

Blackwell, Oklahoma 74631

Phone (580) 363-2570

Fax (580) 363-5513

Office of the Superintendent

Cheryl Hassell
Federal Programs
Oklahoma State Department of Education

Ms. Hassell,

I am writing this letter in reference to 587 Title VI Part B and 511 Title I claims that were denied on August 13 2014. My name is Rick Riggs and I am the new Superintendent of Schools in Blackwell. I did not know that all of the federal claims for 2013-2014 hadn't been filed until yesterday. Blackwell has experienced a change in the administration this summer and did not file the claims on time as a result. I was hired in Blackwell a couple of weeks ago and at the time that I was hired there was an interim superintendent who had only been in Blackwell for a short time who was trying to take care of the needs of the district. I don't think that either of us knew that the federal claims had not been filed. I apologize for the mistake and ask that the claims be paid to the district because of the change in administration that resulted in the claims not being filed on time. If you have any questions please call me at 1-580-363-2570. Thanks for your help in resolving this matter.

Rick Riggs

Superintendent
Blackwell Public Schools

Monroe School District

P.O. Box 10
Monroe, OK 74947
(918) 658-3516
Fax (918) 658-3347

BOARD OF EDUCATION
Melissa Dawes, President
Tim Cauthen, Vice President
Skip Baxter, Clerk

Karen LaRosa, Superintendent

August 12, 2014

Federal Programs
Title I

To Whom It May Concern:

Please accept the final Expenditure Report for June 30, 2014. There was miss communication between our Federal Programs Management Service and our Federal Programs Clerk regarding the changes and final submission made to our Title I budget causing the report to be file late.

Along with this letter is a summary report. If you have any questions please call me at 918-658-3516 ext 23.

Thank you for your consideration with this matter.

Sincerely,



Karen LaRosa
Superintendent
Monroe Public School

Hanna Public School
P.O. Box 10
Hanna, OK 74845
(918)657-2523 (918)657-2527
Fax (918)657-2424

August 11, 2014

To State Department of Education:

Please forgive my failing to submit the claim verification. Several factors took place that prevented me from doing this which one was I was hospitalized from a heart attack, and I apologize for this delay.

Sincerely,



Richard Boatright, Superintendent

Hanna Public School



Millwood Public Schools

Climbing Toward Success Together

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Daniel Fryar
Assistant Director Title I, II, VI and X
Oklahoma State Department of Education
2500 N. Lincoln Boulevard
Oklahoma City, OK 73105

August 18, 2014

Dear Mr. Fryar,

Please accept this one-time request for a waiver of the federal claim deadline of August 1, 2014. To my knowledge, Millwood has never requested a late federal programs payment. I am a new superintendent, and I have a completely new staff of principals. During my tenure as superintendent, Millwood has been operating without staff dedicated to overseeing federal programs, and the one staff member at Millwood who had extensive Title I experience left to serve in another school district. This left the burden of filing claims on inexperienced staff that were unable to meet the deadline.

To remedy this situation from occurring in the future, I have retained the expertise of a qualified federal programs consultant who will assist in the future by managing the timely filing of claims and reports.

Please accept this one-time request as these funds are severely needed by the district.

Thank you for your consideration.

Sincerely,

Cecilia J. Robinson
Superintendent
Millwood Public Schools



**OKMULGEE
PUBLIC
SCHOOLS**

P.O. Box 1346 • 316 East Eighth Street • Okmulgee, Oklahoma 74447 • (918) 758-2000

August 13, 2014

Dear State Dept. Representative,

Attach is a final claim for 541 Title II monies. This claim is being filed on this date because of software difficulties. We were unable to scan the documents to up load them to the grants management site.

Please consider this claim for payment. Thank you.

Sincerely,

*Renee Dove,
Assistant Superintendent
Okmulgee Public Schools*

Anderson School

www.AndersonTrojans.org

August 12, 2014

Federal Programs
Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, OK 73105

Attn: Vickie Stewart

Ref: Title I Claim

Our claim for the July 1-31, 2014 was late due the time it was processed. As you can see our payment was issued to the vendor on July 30, 2014.

Sincerely,
Brett Banker, Superintendent

*2195 Anderson Rd, Sand Springs, Oklahoma 74063
Telephone 918-245-0289*