

Special Education Services presents

# 2016 “Hands On” Budget Application Trainings

## Workshop Locations:

### SEPTEMBER 8 • STILLWATER

Highland Park Professional  
Development Learning Center  
Stillwater Public Schools  
400 S. Drury  
Stillwater, Oklahoma  
405-533-6300

### SEPTEMBER 9 • BURNS FLAT

Western Technology Center  
621 Sooner Drive  
Burns Flat, Oklahoma  
580-562-4844

### SEPTEMBER 10 • TAHLEQUAH

Tahlequah Public Schools  
225 N. Water Street  
Tahlequah, Oklahoma  
918-458-4100

### SEPTEMBER 22 • EDMOND

Edmond Public Schools  
1001 W. Danforth Road  
Edmond, Oklahoma  
405-340-2800

### SEPTEMBER 24 • JENKS

Education Service Center  
Jenks Public Schools  
211 East A Street  
Jenks, Oklahoma  
918-299-4415 ext. 2776

### SEPTEMBER 29 • WOODWARD

Woodward Public Schools  
2406 13th Street  
Woodward, Oklahoma  
580-256-6063

### SEPTEMBER 30 • GUYMON

Video Conference Center  
Guymon Public Schools  
8th & Academy  
Guymon, Oklahoma  
580-338-4340

### SEPTEMBER 30 • IDABEL

Idabel Public Schools  
901 Lincoln Road  
Idabel, Oklahoma  
580-286-7693

### OCTOBER 1 • MCALESTER

McAlester Administration Office  
McAlester Public Schools  
200 East Adams  
McAlester, Oklahoma  
918-423-4771 ext. 1000

### OCTOBER 6 • ARDMORE

Southern Oklahoma  
Technology Center  
2610 Sam Noble Parkway  
Building 200, Room 204  
Ardmore, Oklahoma  
580-223-2070

### OCTOBER 8 • NORMAN

Norman Administration Building  
Norman Public Schools  
131 S. Flood Avenue  
Norman, Oklahoma  
405-364-1339

### OCTOBER 13 • SAND SPRINGS

Early Childhood Education Center  
1701 E. Park Road  
Sand Springs, Oklahoma  
918-246-1426

### OCTOBER 20 • BARTLESVILLE

Bartlesville Public Schools  
1100 S. Jennings Avenue  
Bartlesville, Oklahoma  
918-336-8600

### OCTOBER 22 • ENID

Enid Public Schools  
500 S. Independence  
Enid, Oklahoma  
580-366-7000

- Fiscal responsibilities
- Budgeting funds to support the LEA's special education program
- Coding and submitting expenditures
- Maintenance of Effort
- Time and Effort Reporting
- Important Dates

## COMPLIANCE, DATA, FINANCE TEAM

### **Felica Denton**

CDF Specialist  
(405) 521-4857  
Felica.Denton@sde.ok.gov

### **Janet Felton**

CDF Specialist  
(405) 522-1578  
Janet.Felton@sde.ok.gov

### **Carole Tomlin**

CDF Specialist  
(405) 521-2335  
Carole.Tomlin@sde.ok.gov

### **Karen Howard**

CDF Specialist  
(405) 521-3587  
Karen.Howard@sde.ok.gov

REGISTRATION 8:30 a.m. • TRAINING 9:00 a.m. – 4 p.m.  
*Lunch on your own*

## 2016 Special Education Services Budget Application Approval Only

Also available at each location



**OKLAHOMA**  
STATE DEPARTMENT of EDUCATION