



SAPULPA PUBLIC SCHOOLS

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Robert Armstrong
Superintendent

August 12, 2016

Oklahoma State Board of Education
Oklahoma City, Ok

Dear State Board of Education,

We received a phone call from Beth Steele today regarding our final application for payment from our 503 SIG grant. We submitted our claim on August 3, 2016 when the final deadline was July 31, 2016. She indicated we would need to get special approval from your office to receive reimbursement for the late claim.

We respectfully request your approval of our late claim. Sapulpa Schools Superintendent, Kevin Burr, was released from his position at the end of June with a 30 day notice. For the month of July, we were without a formal Superintendent. I was named Interim Superintendent effective August 1, 2016.

This is our first full year to have the 503 SIG grant and my finance office was not aware of the July 31, 2016 deadline. It is my understanding that Mr. Holder sent letters to the Superintendents, but we believe our letter was sent to Mr. Burr and did not make it to the proper people within our district.

If there is any other information that would help you approve our claim, please let me know. We appreciate your consideration of our district and this unique circumstance.

Respectfully,

Rob Armstrong
Interim Superintendent