

TRANSMITTAL MEMO FOR MONTHLY STATE BOARD MATERIALS

Subject of Document: Board Memo Approval of Late Expenditure - 21st CCE

Will you have: Attachment yes Handout _____ PowerPoint only _____

Describe and give current status: Attached

If not attached, when will it be to State Board office? _____

Approval is requested of the following staff members:

Director or Administrator: Stella Johnson

Assistant State Superintendent: _____

Deputy State Superintendent: _____

State Superintendent: _____

State Board of Education: _____

Obtain approvals in the above order. Transmittal must be attached to a print request with "Prepare for State Board" box checked. NOTE: Everything presented to the State Board must be transmitted with the above procedure.

State
 Federal

PRINT REQUEST

SUPERINTENDENT BARRISI - CHIEF OF STAFF

DATE

DATE 8.29.13

TITLE/DESCRIPTION OF PRINTING Board Approval Memo of Lat Expenditure

ASSISTANT STATE SUPT. EXECUTIVE DIRECTOR

DATE

NUMBER OF PAGES 5

SECTION REQUESTING PRINTING 21st CCLC

SECTION DIRECTOR - ADMINISTRATOR

Sonia Johnson

TYPE OF PAPER: LETTERHEAD • COPY LETTERHEAD • TRANSPARENCIES • COLOR • COVER

First Printing
 Reprint

Each program must have written permission for copyrighted material, otherwise the person making the request will be held accountable to the copyright laws. This permission must be on file in the office of the program administrator.

Printing Requested By

Sonia Johnson

Provided By

Metodie Turner

Person Preparing Request please print name

Sonia Johnson

Phone

2.3220

COLLATE

() Yes () No
 () Front only
 () Front and back

FOLD (single sheets ONLY)

() Fold for business envelope
 () Z fold
 () Fold in half

BINDERY

() 3-hole punch
 () Shrink wrap
 () Fastback

STAPLE

() Upper Left

() Size after cut

Color () Coil

Color _____

() Landscape

PAD

() Booklet

() Sheets per pad

() Saddle stitch and fold

() Prepare for State Board
 () Color Print

Special Instructions _____

ADMINISTRATION USE ONLY

Reviewed by _____ Date _____
 Reviewed by _____ Date _____
 Reviewed by _____ Date _____
 Returned by _____ Date _____
 Returned by _____ Date _____
 Returned by _____ Date _____

OFFICE USE ONLY

Xerox - DocuTech

Regular/Recycled _____
 Offset/Text 60/70 _____
 Cover 65/80/110 _____
 Other _____

Printer Initials _____
 Date Complete _____

RECORDS MANAGEMENT

Savin - Color

Regular/Recycled _____
 Offset/Text 60/70 _____
 Cover 65/80/110 _____
 Gloss Text 80/100 _____
 Gloss Cover 80/100 _____
 Other _____

Riso - HC5500

Regular/Recycled _____
 Offset/Text 60/70 _____
 Cover 65/80/110 _____
 Envelopes _____
 Other _____

Finishing

Staple _____
 Coil _____
 Fastback _____
 Shrink Wrap _____

TOTAL IMPRESSIONS _____

TOTAL COST _____



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: The Honorable Members of the State Board of Education

FROM: Janet C. Barresi

DATE: September 11, 2013

SUBJECT: Approval of late expenditure reports -
Title IV, Part B (21st Century Community Learning Centers)

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."

Urban League of Greater Oklahoma City, Asher Public Schools, Kingfisher Public Schools, and Caney Valley Public Schools have provided good cause letters of explanation and are in payable form. State Board approval is requested.

JB:sj

Attachment



Kingfisher Public Schools

Making a Difference

August 5, 2013

TO: Oklahoma State Department of Education
% 21 Century
2500 N. Lincoln Blvd.
Oklahoma City, OK 73125-4599

FROM: Jason Sternberger, Superintendent
Kingfisher School District

REF: 21 Century Final Claim

Dear Mrs. Sonia Johnson;

Please find attached the final claim for 21 Century date July 24, 2013 through August 4, 2013; Kingfisher Schools is requesting payment on this last final payment for the 2013-2014 school year. The funds were encumbered on June 24, 2013 but payment was not done until July 30, 2013 after invoices were received, then a claim was submitted to the 21 Century department on 08/04/2013. This claim has been uploaded to the grant management system as well. Please advise if Kingfisher Schools need to submit anything further to ensure payment is received.

Thank you for your time and if you have any further questions please contact
dtollefson@kingfisher.k12.ok.us or 405-375-4194

Jason Sternberger
Kingfisher Public Schools

ASHER PUBLIC SCHOOLS

TERRY L. GRISSOM
Superintendent
terryg@asher.k12.ok.us

JAMI CHAMBERS
Principal
cjamichambers@aol.com

WHITNEY ALLEN
Assistant Principal
whitney_allen74826@yahoo.com

201 S. Division St.
P. O. Box 168
Asher, Oklahoma 74826
(405) 784-2331
1-877-677-8700
FAX (405) 784-2306

BOARD OF EDUCATION
DARRIN C. FOWLER
LARRY E. ODELL JR.
TOMMY L. GREGG
MICHAEL MARTIN
ALLAN FRAZIER

Sonia Johnson; 21st Century Grant

August 29, 2013

Sonia,

I am requesting permission of payment for my June 2013, 21st Century Claim, in the amount of \$24,058.52.

I had some trouble with some coding and uploading of this claim and had not realized I missed the filing deadline.

Please grant my request.

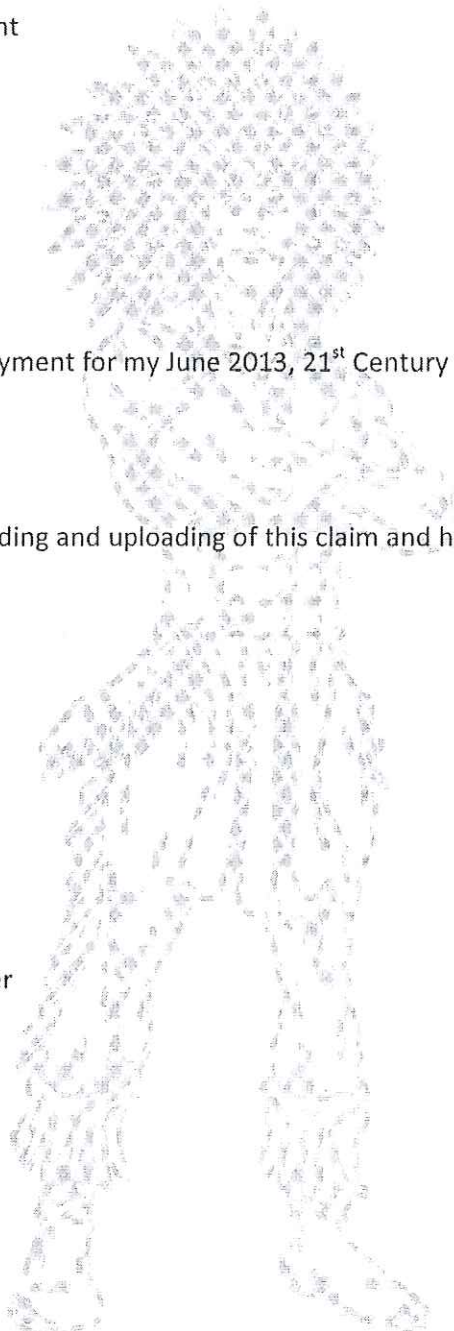
Thank you,


Freddy Wright, Business Manager

Asher Public School

Terry Grissom, Superintendent







CANEY VALLEY SCHOOL

g).O. Box 47 o • cariona, Oktafion-za 74°61 • (918) 536-2500

August 30, 2013

Dear Ms. Johnson:

On behalf of Caney Valley School District I am respectfully requesting the payment of our final claim of \$5,422.16 for our 21st Century Grant. The date range on the claim is June 1, 2013 thru June 30, 2013. It was an oversight by our administration in not submitting the claim in a timely manner. This error will not occur in the future. Thank you for your consideration of the payment on the funds requested.

Respectfully,

Rick Peters,
Superintendent, Caney Valley



Urban League
of Greater Oklahoma City, Inc.

Assisting African Americans, other minorities and
the poor achieve social and economic equality.

August 29, 2013

Sonia Johnson
State Director, 21st Century Community Learning Centers
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Suite 414
Oklahoma City, OK 73105

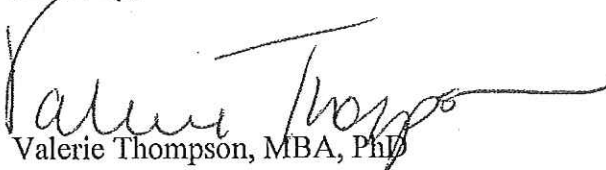
Dear Mrs. Johnson:

The Urban League of Greater Oklahoma City is requesting permission to submit our 2012-2013 final 21st CCLC claim for the amount of \$ 35,514.58. We deeply regret missing the August deadline. The missed deadline was due to unforeseen staff turnover, summer camp 21st CCLC staff heavy workload, and miscommunication.

As a result of the missed deadline, our agency has implemented a policy which requires for all agency program coordinators to enter program start dates, ending dates, billing and reporting dates in our online data-management system. Program billing and reporting deadline dates will be monitored by our compliance specialist and reminders will be sent to program coordinators, VP of programs and President/CEO when a deadline date is approaching.

We realize that reviewing our request for an extension may cause an inconvenience to you and your staff. We apologize for the inconvenience and we appreciate your understanding in this matter.

Sincerely,


Valerie Thompson, MBA, PhD
President/CEO