



**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:** October 29, 2013

**SUBJECT:** Approval of Late Expenditure Reports – Special Education Services

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.”

Hinton Public School, Balko Public School, School for the Blind, Lakeside, Thackerville, and Hydro-Eakly have provided a good cause letter of explanation and are in payable form. State Board approval is requested.

JB/ae

Attachments

Special Education Services  
Request for payment of FY 2012 IDEA Part B Claims - October 29, 2013 Board Meeting

Date Claim Received	County	District	Amount
9/9/2013	Caddo	Hinton	\$32,961.06
9/16/2013	Beaver	Balco (project 621)	\$4,409.21
		Balco (project 641)	\$217.92
9/16/2013	Muskogee	School for the Blind (project 621)	\$32,436.82
		School for the Blind (project 641)	\$354.75
9/25/2013	Granite	Lakeside	\$20,429.00
9/27/2013	Love	Thackerville	\$6,500.00
10/1/2013	Caddo	Hydro-Eakly	\$23,046.19
		TOTAL	\$120,354.95

# HINTON PUBLIC SCHOOLS

405-542-3257 • P.O. BOX 1036 • Hinton, Oklahoma 73047

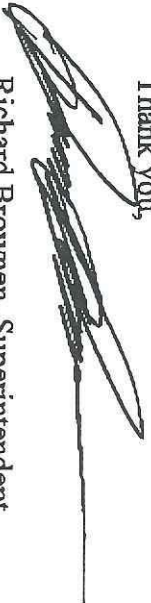
September 9, 2013

State Board Of Education  
2500 North Lincoln Blvd.  
Oklahoma City, OK 73105

Dear State Board Of Education;

After reviewing why we had not received payment on our FY 2013 May #621 Flow Through claim, it has been realized by checking the online files that our May expenditure report was not submitted to the State Department for approval. We apologize for the oversight and inconvenience in this matter, but request that this claim be approved for payment.

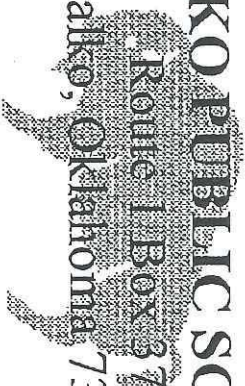
Thank you,



Richard Brownen, Superintendent  
Hinton Public Schools

SUPERINTENDENT  
Larry Mills  
PRINCIPAL  
Tamarie Heathman

**BALIKO PUBLIC SCHOOL**



BOARD OF EDUCATION  
Craig Frantz, President  
Aaron Stockton, Vice President  
David Jet, Clerk  
Tony Brown, Member  
Ryan Littau, Member

September 16, 2013

Karen Howard  
Specialist, Compliance/Data/Finance  
Oklahoma State Dept. of Education  
Oliver Hodge Building  
2500 North Lincoln Boulevard  
Oklahoma City, Oklahoma 73105

Dear Karen,

Thank you for your assistance today with my claims.

Please accept these as late claims for programs 621 and 641 for the 2013 fiscal year.

Almost all of our claims are for salaries. We set the claims up for 12 months rather than the first 9. With the last three falling after June 3, we did not make these claims. I incorrectly thought that no claims could be made after June 3, and that the remaining 3 claims for each program would be carried over to this fiscal year.

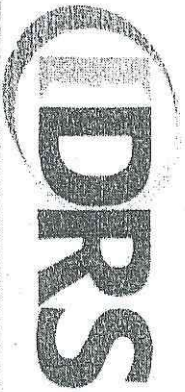
In the future, we will file these claims in a way that will expedite the June 3 date and complete the allocated amounts.

Sincerely,

  
Larry Mills, Superintendent

(580) 646 - 3385

Fax (580) 646 - 3499



**Oklahoma Department  
of Rehabilitation Services**  
OKLAHOMA SCHOOL FOR THE BLIND  
[www.okdrs.gov](http://www.okdrs.gov)

*Interim Director*  
David Ligon  
*Commissioners*  
Lynda Collins  
Steve Shelton  
Perry Sanders

September 16, 2013

Oklahoma State Board of Education  
Special Education Services  
Finance, Data and Compliance

RE: FY2013 IDEA-B Reimbursement

TO WHOM IT MAY CONCERN:

I mailed the original Oklahoma State Department of Education, Special Education Services the Record and Report of Expenditures for FY2013 IDEA-B reimbursement to Pam Kimery on May 1, 2013. I did not realize that Ms. Kimery was no longer with your Agency. I did not realize that this report needed to be submitted through the online reporting site. This will not happen again. Future reports will be submitted through the online reporting site by August 1 of each year.

Thank you so much.

Rozann King, Business Manager II, CPO, BBA  
Oklahoma School for the Blind-Muskogee  
Phone 918-781-8201  
Cell 918-680-2947  
Fax 918-781-8301  
[rlking@okdrs.gov](mailto:rlking@okdrs.gov)

Pam Humphrey

# Lakeside High School

Dr. John P. Kessinger

Superintendent  
(405) 962-6106

**Oklahoma State Reformatory**  
1700 East First Street Post Office Box 514

Principal  
(580) 480-3849  
john.kessinger@doc.state.ok.us

State Accredited  
Since 1947

Granite, Oklahoma 73547

North Central Accredited  
Since 1990

September 25, 2013

Anita Eccard, Director of Finance  
Oklahoma State Department of Education  
Special Education Services  
2500 North Lincoln Boulevard  
Oklahoma City, OK 73105

Dear Ms. Eccard,

Lakeside School is a fully accredited school located within the walls of the Oklahoma State Reformatory in Granite, Oklahoma. We are the educational division of the Oklahoma Department of Corrections and have been fully accredited since 1947. Naturally we comply with all rules and regulations of the Oklahoma State Department of Education.

This year we had a change in the DOC accounting section and employed a new person in charge of submitting our claims. This new person was instructed step-by-step on what to do and when with regard to processing claims through the State Department of Education except for the electronic filing of the claims.

Our total IDEA Flow through claim was for a total of \$20,429.10 and was submitted on one claim which our new accountant hand delivered to the State Department of Education prior to July 31, 2013. I submit both the Grants application and the closeout. When I started to close out the 2013 year so that I could open 2014, I discovered that we had not received our reimbursement for 2013. After some checking, it was discovered that the claim was not submitted electronically and would now have to go to the Board for approval.

I can assure you that this oversight has been corrected and that the new accountant is now scheduled for the proper training with the State Department of Education. This should not occur again. I am respectfully requesting that the 2013 IDEA claim for \$20,429.10 be approved.

Sincerely,

John P. Kessinger, Ed. D.  
Principal  
Lakeside School

# Thackerville Public Schools

P.O. Box 377  
Thackerville, Oklahoma 73459

580-276-2630  
Superintendent's  
Office

580-276-9655  
Elementary  
School

580-276-3610  
Jr. High / High  
School

Anita Eccard

Memorandum to State Board

Special Education Section

Re: 621 Claim after August 2 deadline

Date: September 27, 2013

Ms. Eccard:

The encumbrance clerk thought she had included this in one of her last 621 claims, but did not. Then her mother-in-law was terminally ill and passed away, which caused the claim to pass the Aug. 2 deadline.

We would like to ask the State Board of Education to allow us to still claim this amount of \$6500.00 at this time.

Sincerely,



Greg Raper

Superintendent

# Hydro-Eakly Public Schools

*"Challenging Students To Achieve A Productive Future Of Excellence"*

435 East 7<sup>th</sup> Street  
Hydro, OK 73048  
405-663-2774 FAX 405-663-2139

Bill Derryberry, Superintendent

Jeremy Tharp, Elementary Principal  
Jeremy Bussey, Secondary Principal  
Doug Gunselman, Assistant Secondary Principal

To Whom It May Concern:

Attached is a fax for Claim 621, for May 1<sup>st</sup> – May 31st 2013.

This was not certified online, as we did not have our Sam's expiration date. We have found our new date of 5/13/14 in which the system would not save this date.

Also, this was not submitted on time due to personnel changes in our office.

Thank you,



Bill Derryberry, Superintendent of Schools  
405-663-2246