



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: November 20, 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.”

The School for the Deaf has provided a good cause letter of explanation and the request is in payable form. State Board approval is requested.

JB/ae

Attachments



Oklahoma Department
of Rehabilitation Services
OKLAHOMA SCHOOL FOR THE DEAF www.okdrs.gov

Director
Joe Cordova
Commissioners
Steve Shelton
Lynda Collins

October 29, 2013

Oklahoma State Department of Education
Compliance, Data & financial Services
2500 North Lincoln, Suite 412
Oklahoma City, OK 73105

Attention: Anita Eccard

Reference: 50-H000 Oklahoma School for the Deaf
Application 2012-2013

Dear Anita,

Today, I was informed by my Business Manager that the Oklahoma School for the Deaf (OSD) IDEA Special Education grant report/claim submitted to the Oklahoma State Department of Education on September 26, 2013 was late. You are requesting a reason for this error to present to the SDE Board for review and consideration.

The reason for the oversight is that OSD was not aware that the claim was to be entered online. There were numerous problems with connecting to the internet as the OSD server had intermittent service over a time span of a few weeks. In addition when we attempted to enter the claim, the SDE system continuously shut down. Furthermore, we were unaware of the due date posted on the SDE website as the due dates were not posted on the reporting side of the website that OSD frequently uses.

We will be addressing this issue by requesting assistance from SDE to ensure that we are viewing the correct reporting site. In addition, we will be inquiring about any workshops or training that SDE offers regarding report changes and/or additions for the new school year reporting cycle.

We appreciate the electronic, paperless method of reporting as it is a very effective and efficient means of doing so. In addition, we would like to apologize for the lateness of the report. This oversight will not be repeated.

Respectfully,

A handwritten signature in black ink that reads 'KaAnn Varner'.

KaAnn Varner
Superintendent
Oklahoma School for the Deaf