

February 2, 2010

Mr. Mark Virden, Superintendent
Antlers Public Schools
Post Office Box 627
Antlers, Oklahoma 74523-0627

Dear Mr. Mark Virden:

The Oklahoma State Department of Education (OSDE), Special Education Services (SES), would like to extend the opportunity for you to participate in our Systems of Care (SOC) support program. Systems of Care provides an opportunity to partner with all local child-serving agencies to better meet the needs of children with complex and emotional/behavioral issues and their families. We are allocating \$5,000.00 to your district, as the fiscal agent for your county, to support training for SOC efforts in your area. Funds may be used for activities for school district personnel and parents within your county. Decisions for how funds will be spent shall be made in partnership with your local SOC Community team, Pushmataha County Systems of Care. We would like for you to partner with your local SOC team through contacting the Project Director, Dorothy Brown, by telephone at (580) 298-2830. These funds may be utilized to provide training for staff and parents, in the areas of behavioral issues, such as Positive Behavioral Interventions and Supports (PBIS), Systems of Care trainings, or participation in local, statewide, or national training opportunities for staff and parents. The funds may also be used to purchase resource materials in these areas. Funds may not be used to pay for food, staff salary, flex funds for students, or indirect costs. For additional information on Systems of Care, please contact Mr. Keith Pirtle, State Project Director, Systems of Care, Oklahoma Department of Mental Health and Substance Abuse Services, by telephone at (405) 522-6770.

It is very important for you to coordinate with your Chief Financial Officer to submit to Special Education Services the attached budget page. If you are unsure at this time how the training funds will be spent, you may leave that portion unbudgeted, and budget those funds at a later date. Along with the budget page, please submit a brief description of how you intend to utilize these funds. Your description should clearly indicate how the funds will be spent and how the activities/resources will support your participation in the Systems of Care Project. This description shall be in a letter format and must include signatures of both of the authorizing agents — special education director/representative from the supporting school district and the SOC Project Director. If, after you submit your budget, you need to revise your budget, please submit a revised budget and indicate the revisions you are making, why, how they support the SOC team, and include signatures from both authorizing agents. **All budgets must be submitted for the 2009-2010 school year no later than Friday, February 26, 2010. Any budgets submitted after that date will not be considered.**

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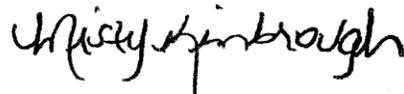
You must also submit to the OSDE-SES *an approvable computer-program generated expenditure report* (detail and summary) under Project 613. The computer-program generated expenditure report must represent the district's cost for training, resource materials, travel, etc., to be eligible for this reimbursement. We will need a brief description of the training activity or materials purchased, copies of agendas, copies of receipts, and a narrative about how these items and activities supported the district's participation in the Systems of Care Project. **All expenditure reports, claims, and receipts must be submitted for the 2009-2010 school year no later than Friday, July 30, 2010. Claims received after that date will not be considered.**

If you have any questions regarding the budget, expenditure reports, or use of funds, please contact Ms. Pam Kimery, Coordinator, by telephone at (405) 522-3246, Ms. Tina Crow, Coordinator, by telephone at (405) 522-1462, or Ms. Anita Eccard, Associate State Director, by telephone at (405) 521-4865.

You may submit your budget, description, expenditure report, and claims to the OSDE-SES to the attention of Ms. Pam Kimery, by fax at (405) 522-3503, or by mail to the address below.

Oklahoma State Department of Education
Special Education Services, Room 412
Ms. Pam Kimery, Coordinator
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599

Sincerely,



Misty Kimbrough, Assistant Superintendent
Special Education Services

MK:tc

Attachment: 613 Budget Page

cc: IDEA B Advisory Panel