April 3, 2018

To Whom It May Concern:

This letter is a request to extend our 471 window for year 2018 for the ERATE.

I am a technology coordinator for Warren-Alvarado-Oslo since 2008. As technology coordinator you tend to wear many hats in a smaller rural school district. Not only do I take care of all technological devices in the school district but I also teach preschool through fifth grade computer classes, coach cheerleading and am in charge of prom.

Back in September of 2017, I was diagnosed with systemic lupus erythematosus. Systemic lupus erythematosus can affect many parts of a person’s body, including kidneys, heart, lungs, brain, blood and skin. As a result of the recent diagnosis, I have missed work for various doctor appointments, extreme exhaustion and have not been feeling well enough to perform day-to-day duties. With all that I have been dealing with physically and mentally, the 470 window snuck up on me and I filed it way later than I have in the past, which caused my 28 days waiting period to extend six days later than the 471 closing date allowed.

Your consideration to extending the 471 window would be greatly appreciated.

Sincerely,

Heidi Thorstenson