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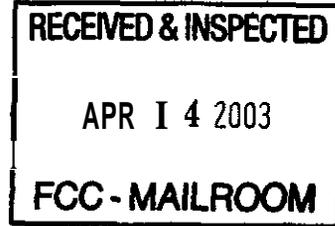
SCHOOL DISTRICT OF THE MENOMONIE AREA

Administrative Service Center
215 Pine Avenue NE · Menomonie, Wisconsin 54751 · (715)232-1642 · FAX (715)232-1317

Jesse Harness District Administrator	Lynne Maslowski Assistant Superintendent for Student Services	John O' Connor Director of Human Resources	Marleen Clark Business Manager	Shirley Kuhn Support Staff Administrator	Victoria Lyons Technology Program Director
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April 11, 2003

Federal Communications Commission
Office of the Secretary
445-12th Street, SW
Washington, DC 20554



Request for Waiver

CC Docket Nos. 96-45 and 97-21 (chis is taken from online instructions)
CC Docket No 02-6 (chis is taken *directly from* letter)

This letter is to appeal the decision to hold these applications pending final review of those applications that were filed **within the** filing window, The person to contact **regarding** this appeal is:

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Out of Window Letter being Appealed - Funding Year 2003 Form 471 Certification Funding Year 2003 March 20,2003 Menomonie Area School District 417 Application Number - 363584 Billed Entity Number - 133380 Applicant's Form Identifier - MSDY6471TEL	Out of Window Letter being Appealed - Funding Year 2003 Form 471 Certification Funding Year 2003 March 20,2003 Menomonie Area School District 417 Application Number - 365673 Billed Entity Number - 133380 Applicant's Form Identifier - MSDY6471IC
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The Menomonie Area School District has successfully completed the e-Rate. application process for five years prior to this year. The district is committed to following procedural des and regulations of programs. For this application filing, new personnel were in charge of submitting the application. Full attempts were made to review the application process and follow the guidelines.

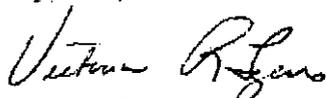
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List A B C D E

Upon review of why the certifications were delayed, the **staff** member who completed the online **portion of the** applications thought **that by** completing the **online portion by** the February 6 deadline that she could wait to send in the signed **certifications** and **supporting documents**. Therefore, the supporting documents were not postmarked **until** February **14. Planning** was complete; **performance** caused the delay.

The Superintendent of **Schools** signed the certification documents on **February 5**. By completing the online portion ahead of the deadline **and having** the **certifications** signed one day before the deadline and on the same day as the online application **was** submided, it is obvious **the intent** of **the** Menomonie Area School District **was** to follow all procedural guidelines of the **Schools and Libraries Division of** USAC and **the** FCC.

This appeal is to request that the **FCC** reconsider these applications **and** allow the **USAC** to place **them within** the filing **window since the intent** to follow **the** procedures and **meet the** deadlines is documented in the materials submided before the February 6 deadline.

Respectfully submided,



Victoria R. Lyons
Information Technology Director