



Racine Unified School District
2200 Northwestern Avenue, Racine, Wisconsin 53404

Fax Number 262.631.7121

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Sent to:

Federal Communications Commission

Institution/Company:

Office of the Secretary

Fax Number:

800-418-0187

Sent by:

Bill Campbell

Phone Number:

262-631-7119

Date:

07/16/03

Number of Pages Following This Sheet:

2

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Information Technology

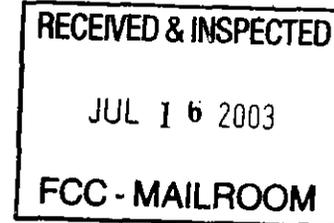
Racine Unified School District

2220 Northwestern Avenue, Racine, Wisconsin 53404

7/16/03

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

CC Docket Nos. 96-45 and 97-21



Dear Sir:

When auditing our e-rate process for the just completed school year 2002-2003, I found that 472 forms due in October, 2002, for the 2001-02 school year (funding year 4) did not get filed. All forms, 470, 471, and 486 were filed on time for the 2001-02 school year. This letter is coming to you to request a waiver of the October 2002 deadline.

At the start of the 2002-03 school year, several new duties were assigned to the Information Technology Department including completion and filing of all required state reports. One of the reports, the state membership counts, provides the majority of the funding for the district. This report takes weeks to compile and had to take priority over other tasks to be completed between the beginning of September and end of October 2002.

At the same time, my Systems Programmer was diagnosed with a terminal case of pancreatic cancer and eventually died in December of 2002. His long-term illness and subsequent death caused me constantly shift around work assignments to cover for him.

The changes that were experienced in duties within the Information Technology Department coupled with the death of my most talented staff member, were a major cause in the 472 forms not being filed on time. I feel that even with careful planning, these circumstances could not have been avoided. It is not something that will happen every year.

Since all forms up to the 472 have been audited and approved by the Schools and Library Corporations, I am requesting your organization to extend the opportunity to us to complete our year 4 claims, 2001-02 by August 30, 2003. The FRN numbers involved are as follows:

- FRN 590045 \$10,936.22 for Time Warner- Internet Service Provider
- FRN 555831 \$10,575.87 for Racine Cellular- Cell Phone Service
- FRN 589402 \$239,610.81 for Ameritech Telecommunications Services
- FRN 592128 \$21,832.14 for Ameritech Telecommunications Services
- FRN 502657 \$45,884.43 for Ameritech Telecommunications Services
- FRN 501747 \$47,678.40 for Ameritech Telecommunications Services
- FRN 505531 \$24,071.04 for Ameritech Telecommunications Services
- FRN 500706 \$3643.20 for AT and T Telecommunications Services

The Schools and Library Corporation approved all amounts shown above.

Funding received through the e-rate program plays a vital part in our technology department each year. It is a benefit to our community to be able to provide online access to information to our students, teachers and administration.

This was an unusual situation we faced last fall. I hope that you will take that into account when making your decision.

If you need further information, please contact me at the number below.

Sincerely,



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