

Madelia Jr-Sr High School
320 Buck Ave S.E.
Madelia, MN 56062

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MAR 05 2004

FAX

DATE: 2-19-04 AUDIO SERVICES DIVISION

Number of Pages: 3

02-6

To: 202-418-0187
From: Mandi Kosbab

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FEB 19 2004
FCC - MAILROOM

Remarks:

Questions, please call (507) 642-3414
mandi.kosbab@medelia.k12.mn.us

Hard copy to follow.

Handwritten signature and initials: [Signature] FA

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Clerk
LYLE JACOBS
Treasurer
Anne Christensen
Jeff Kotulski
Steve Sorensen

DR. GARY SPAWN, SUPERINTENDENT

ALLAN BEYER
High School Principal

MARY G. HANSON
Elementary Principal

MADELIA PUBLIC SCHOOLS

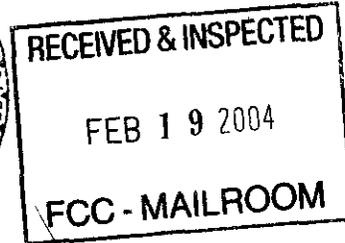


Independent School District #837 • 320 Buck Avenue SE • Madelia, Minnesota 56062
☎ Telephone: (507) 642-3232 • Fax: (507) 642-3622

February 18, 2004

Federal Communications Commission
Office of the Secretary
445 1 12th Street, SW
Washington, DC 20554

RE: REQUEST FOR WAIVER
CC Docket No. 02-6



Contact Person:

Mandi Kosbab, Director of Technology
Madelia Public Schools

Phone: 507-642-3414
Email: mandi.kosbab@madelia.k12.mn.us

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MAR 05 2004

Billed Entity Name: **Madelia School District #837**
Billed Entity Number: **#133784**
Funding Year: **Year 7-2004-2005**
Form Application #: **Form 470 Application #284050000497380 and Form 471**

AUDIO SERVICES DIVISION

To Whom It May Concern:

The Form 470 and Form 471 were not filed on time as to the situations Madelia School District has been experiencing. Since August 2003 there was a new Technology Director hired (person who would be handling E-Rate), and since October 2003 we have had the Superintendent leave, contracted a new Superintendent consultant (part-time) and relieved the Business Manager and contracted a new Business Manager consultant (part-time).

As the new Technology Director, before the changes, I had requested a budget and guidelines several times and was not given anything. After the changes, the school has found that the school districts budget/accounting and records had not been entered yet for the 2002-2003 school year, which explains the reasons nobody was able to

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obtain a budget. This has lead to issues of inaccurate budgets/records (if any records) for fiscal year 2003-2004.

Up until last week, I was not able to enter in specifics regarding lines 8, 9 and 10 as to what kinds of services we was seeking. Nobody knew what had been done in the past and how, and also we needed to know if and what services we were going to be seeking.

With the new changes, the school district is taking every measure to insure something like this does not happen again. The new staff is striving to correct all of the previous unfinished and/or inappropriately handled financial matters. This will help to effectively and efficiently submit our E-Rate applications in the future.

Please allow this waiver, as the Form 470 was not filed in time due to circumstances beyond our control. The Form 470 was submitted on February 17, 2004 and the Form 471 will be submitted promptly on March 15th (due to the 28 day waiting period).

If you'd like documentation demonstrating proof of the addressed circumstances please contact Mr. Norman Miller, consulting superintendent. He can be reached at (507) 642-3232.

Sincerely,

Mandi Kosbab, Director of Technology

Cc: Norm Miller, Business Office