

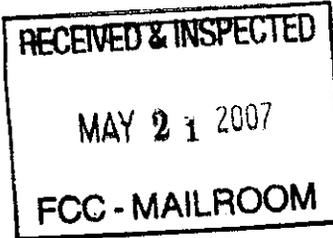
# WAGONER PUBLIC SCHOOLS

P.O. Box 508 • Wagoner, OK 74477 • 918-485-4046 • Fax: 918-485-8710

May 14, 2007

DOCKET FILE COPY ORIGINAL  
DOCKET FILE COPY ORIGINAL

Marlene H. Dortch, Secretary  
Federal Communications Commission  
Office of the Secretary  
9300 East Hampton Drive  
Capitol Heights, MD 20743



CC Docket No. 96-45/CC Docket No. 02-6

RE: Request for Review of Decision of USAC—SLD

Wagoner Public Schools, District I019  
308 N.E. 2<sup>nd</sup> St.  
Wagoner, OK 74467  
Phone: 918-485-4046, ext. 2000  
Fax: 918-485-8710  
[jaldridge@wagonerps.org](mailto:jaldridge@wagonerps.org)

Funding Year	2006
471 Application Number	504422
FRNs	1414197, 1414263, 1414290,1414396,1414580
Billed Entity Number	140222
Applicant Name	Wagoner Public Schools
FCDL Date	January 30, 2007
USAC Appeal Decision Date	March 23, 2007
Pre-Discount Amount of 5 listed FRNs	\$308,645.40

Wagoner Public Schools respectfully requests an FCC review of the USAC-SLD decision regarding the denial of all Priority 1 E-rate services for the 2006—2007 school year. This denial represents an undue hardship on a school district with an 80% Free and Reduced lunch rate under the Federal Child Nutrition Program.

We believe the decision of USAC-SLD was unduly harsh, and that any errors Wagoner Public Schools may have made were honest misunderstandings of overly complicated or unclear regulations of USAC—SLD and/or over-zealous enforcement of rules, which were not appropriately explained to schools. We wholly concur that schools and libraries should be accountable and that waste, fraud and abuse are to be dealt with in the appropriate manner. However, we do not believe it was the intention of the E-Rate program to create so complex a system that schools would have to hire large technical staffs and pay for on-going legal representation just to receive its benefits. Wagoner

No. of Copies rec'd  
List: ABCDE

0

*Wagoner Public Schools exist to empower all students to be lifelong learners who contribute economically, culturally and socially to the changing communities in which they will live and work.*

Marlene H. Dortch

May 14, 2007

Page 2

Public Schools has not committed any fraud and has always used E-Rate funds honestly and efficiently. We have always answered any requests for information completely and in a timely manner.

The denial of all Priority 1 funding for Wagoner Public Schools was based on the assertion by USAC-SLD that Wagoner Public Schools did not have a valid technology plan.

The determination by USAC-SLD that Wagoner Public Schools did not have a valid technology plan in place when the district filed its Form 470 and covering the entire funding year of the Form 471 is incorrect. Wagoner Public Schools did, in fact, have an approved technology plan in place when the forms 470 and 471 were filed. (Technology plan is attached.) In addition, our technology plan was in effect on July 1, 2006, when the funding period for the funding year in question began. We began the update process for our technology plan in August of 2006, which is customary, since this would allow us to have our updated plan in place and approved before the Funding Year 2007 Year Form 470 application. This would also allow it to be approved before the funding release for Year 2007. The plan that was being updated supported all items requested in Funding Year 2006. The bottom line is that Wagoner Public Schools has never been without a valid technology plan that covered Funding Year 2006 requests. Our issue occurred due to late funding approvals by USAC and a differential in the technology plan approval dates and requirements between our State Department of Education and USAC. Technology plan updates were due to the Oklahoma State Department of Education after the date of the filing of the Form 470 and Form 471. Wagoner Public Schools sent a copy upon request of the technology plan that was in effect at the time of filings of the Form 470 and Form 471. We did not send a copy of the new plan update which we assumed would be appropriate for the following year's documents. The valid technology plan in place when our 2006—2007 Form 470 and Form 471 were submitted was dated May 2003—August 30, 2006), and the updated technology plan approved by the Oklahoma State Department of Education on December 15, 2006 had no substantial changes. All of the requirements in Wagoner Public Schools' technology plan which address Priority 1 services are substantially unchanged in the valid plan in place when the Form 470 and Form 471 were filed, (dated May 2003—August 2006), and the updated technology plan approved December 15, 2006.

We believe there is a difference in not having a valid technology plan in place when filing Forms 470 and 471, which appropriately details Wagoner Public Schools' plans to utilize the Priority 1 services to the benefit of students and teachers, and in not having received an approval letter from the Oklahoma State Department of Education for a technology plan update. Wagoner Public Schools did provide USAC with our valid

Marlene H. Dortch  
May 14, 2007  
Page 3

technology plan of the date of the filing of the Forms 470 and Form 471. We did not understand that they wanted the technology plan update, assuming they wanted only the plan in place at the time the Form 470 and Form 471 were initially filed.

The plight of Wagoner Public Schools' denial of Priority 1 funding parallels almost exactly that of schools whose appeals to the FCC were addressed in the Brownsville, TX Order adopted by the FCC on March 22, 2007, and released on March 28, 2007. As noted in the Brownsville Order, which stated, "many E-rate program beneficiaries, particularly small entities, contend that the application process is complicated, resulting in their applications for E-rate support being denied because of simple mistakes." (Page 1 and 2 of Brownsville, TX, et al. vs. Schools and Libraries Universal Service Support Mechanism, File Nos. SLD-482620, FCC 97-37) Wagoner Public Schools is also a small district, with limited technology employees and limited central office administration. The application, review, and appeal process is indeed complicated, and we were also denied funding based on a simple mistake/misunderstanding.

Wagoner Public Schools had an additional concern of the schools listed in the Brownsville Order—that of a mistake related to technology plan requirements. Our USAC/SLD Denial of Appeal was issued the day after the Brownsville Order was adopted, March 23, 2007—certainly before USAC/SLD could follow the FCC's order stating, "In particular, to prevent some of the recurring mistakes related to technology plan requirements while we consider additional steps to improve the E-rate program, we direct USAC to enhance its outreach efforts..." (See page 1 and 2 of Brownsville, TX, et al. vs. Schools and Libraries Universal Service Support Mechanism, File Nos. SLD-482620, FCC 07-37)

After studying the Brownsville, TX Order, I used the USAC on-line question help to submit a question asking if Wagoner Public Schools would be one of the schools whose case would be reviewed as a result of the FCC Brownsville, TX Order, or whether I should proceed with our appeal to the FCC of USAC/SLD denial of Wagoner Public Schools' Priority 1 Funds for 2006. I thought in view of the March 22<sup>nd</sup> FCC Order and exact parallel with the schools in that case, perhaps the FCC would not have to have another case so similar come before its heavy case load. The response I received was, "At this time SLD has not received any information concerning the Brownville Order." In fact there is a link on USAC's official web site to the Brownsville Order. A copy of my email is enclosed.

The financial hardship on Wagoner Public Schools, a financially challenged district is extreme with the denial of all Priority 1 services for 2006. We ask the FCC to consider our appeal based on the true purpose of E-Rate funding—to assist schools and libraries in providing needed technologies. Our error was out of confusion and misunderstanding.

Marlene H. Dortch  
May 14, 2007  
*Page 4*

Wagoner Public Schools did not commit fraud or break laws. We did have a valid technology plan in place. We believe that the Brownsville Order corresponds exactly with the circumstances of this appeal of Wagoner Public Schools.

Thank you for your consideration of our appeal.



Janice Aldridge,  
Superintendent of Schools

Enclosures: FCDL Denial of Funds Letter  
WPS Appeal to USAC  
USAC Denial of WPS Appeal  
e-mail to USAC and Response  
WPS Technology Plan-May 2003-August 2006  
Current WPS Technology Plan



Schools and Libraries Division  
Correspondence Unit  
100 South Jefferson Road  
P.O. Box 902  
Whippany, New Jersey 07981

**TIME SENSITIVE MATERIAL**

00036  
Janice Aldridge  
WAGONER INDEP SCHOOL DIST 19  
308 NE 2ND STREET  
WAGONER, OK 74467





# Universal Service Administrative Company

Schools & Libraries Division

## FUNDING COMMITMENT DECISION LETTER (Funding Year 2006: 07/01/2006 - 06/30/2007)

January 30, 2007

Janice Aldridge  
WAGONER INDEP SCHOOL DIST 19  
308 NE 2ND STREET  
WAGONER, OK 74467

Re: Form 471 Application Number: 504422  
Billed Entity Number (BEN): 140222  
Billed Entity FCC RN: 0011968484  
Applicant's Form Identifier: WPSYR9

Thank you for your Funding Year 2006 application for Universal Service Support and for any assistance you provided throughout our review. The current status of the funding request(s) in the Form 471 application cited above and featured in the Funding Commitment Report(s) (Report) at the end of this letter is as follows.

- The amount, \$28,567.20 is "Approved."
- The amount, \$246,916.32 is "Denied."

Please refer to the Report on the page following this letter for specific funding request decisions and explanations. The Universal Service Administrative Company (USAC) is also sending this information to your service provider(s) so preparations can begin for implementing your approved discount(s) after you file Form 486 (Receipt of Service Confirmation Form). A guide that provides a definition for each line of the Report precedes the Report.

A list of Important Reminders and Deadlines is included with this letter to assist you throughout the application process.

### NEXT STEPS

- Work with your service provider to determine if you will receive discounted bills or if you will request reimbursement from USAC after paying your bills in full
- Review technology planning approval requirements
- Review CIPA requirements
- File Form 486
- Invoice USAC using the Form 474 (service provider) or Form 472 (Billed Entity) - as products and services are being delivered and billed

### TO APPEAL THIS DECISION:

If you wish to appeal a decision in this letter, your appeal must be received by USAC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and (if available) email address for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Include the following to identify the letter and the decision you are appealing:
  - Appellant name,
  - Applicant name and service provider name, if different from appellant,
  - Applicant BEN and Service Provider Identification Number (SPIN),
  - Form 471 Application Number 504422 as assigned by USAC,
  - "Funding Commitment Decision Letter for Funding Year 2006," AND
  - The exact text or the decision that you are appealing.

3. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal, including any correspondence and documentation.
4. If you are the applicant, please provide a copy of your appeal to the service provider(s) affected by USAC's decision. If you are the service provider, please provide a copy of your appeal to the applicant(s) affected by USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to USAC by email, email your appeal to [appeals@sl.universalservice.org](mailto:appeals@sl.universalservice.org). USAC will automatically reply to incoming emails to confirm receipt.

To submit your appeal to USAC by fax, fax your appeal to (973) 599-6542.

To submit your appeal to USAC on paper, send your appeal to:

Letter of Appeal  
Schools and Libraries Division - Correspondence Unit  
100 South Jefferson Road  
P.O. Box 902  
Whippany, New Jersey 07981

While we encourage you to resolve your appeal with USAC first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted in the Reference Area of our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

#### NOTICE ON RULES AND FUNDS AVAILABILITY

An applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Program. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with all such requirements. USAC may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by USAC, the applicant, or the service provider. USAC, and other appropriate authorities (including but not limited to the FCC), may pursue enforcement actions and other means of recourse to collect improperly disbursed funds. The timing of payment of invoices may also be affected by the availability of funds based on the amount of funds collected from contributing telecommunications companies.

Schools and Libraries Division  
Universal Service Administrative Company

## A GUIDE TO THE FUNDING COMMITMENT REPORT

A report for each funding request in your application is attached to this letter. We are providing the following definitions for the items in that report.

**FORM 471 APPLICATION NUMBER:** The unique identifier assigned to a Form 471 application by USAC.

**FUNDING REQUEST NUMBER (FRN):** A Funding Request Number is assigned by USAC to each Block 5 of your Form 471. This number is used to report to applicants and service providers the status of individual funding requests submitted.

**FUNDING STATUS:** Each FRN will have one of the following statuses:

1. "Funded" - the FRN is approved for support. The funding level will generally be the level requested unless USAC determined during the application review process that some adjustment is appropriate.
2. "Not Funded" - the FRN is one for which no funds were committed. The reason for the decision will be briefly explained in the "Funding Commitment Decision Explanation." An FRN may be "Not Funded" because the request does not comply with program rules, or because the total amount of funding available for the Funding Year was insufficient to fund all requests.
3. "As Yet Unfunded" - a temporary status assigned to an FRN when USAC is uncertain at the time the letter is sent about whether sufficient funds exist to make commitments for requests for Internal Connections Other than Basic Maintenance or Basic Maintenance of Internal Connections at a particular discount level. For example, if your application included requests for discounts on both Telecommunications Services and Internal Connections, you might receive a letter with funding commitments for your Telecommunications Services funding requests and with an "As Yet Unfunded" status on your Internal Connections requests. You would receive one or more subsequent letters regarding the funding decisions on your Internal Connections requests.

**CATEGORY OF SERVICE:** The type of service ordered from the service provider, as shown on your Form 471.

**FORM 470 APPLICATION NUMBER:** The Form 470 Application Number associated with this FRN from Block 5, Item 12 of the Form 471.

**SPIN (Service Provider Identification Number):** A unique number assigned by USAC to service providers seeking payment from the Universal Service Fund Programs. A SPIN is also used to verify delivery of services and to arrange for payment.

**SERVICE PROVIDER NAME:** The legal name of the service provider.

**CONTRACT NUMBER:** The number of the contract between the eligible party and the service provider, if a contract number was provided on your Form 471.

**BILLING ACCOUNT NUMBER:** The account number that your service provider has established with you for billing purposes, if a Billing Account Number was provided on your Form 471.

**SERVICE START DATE:** The Service Start Date for this FRN from Block 5, Item 19 of your Form 471.

**CONTRACT EXPIRATION DATE:** The Contract Expiration Date for this FRN from Block 5, Item 20b of your Form 471, if a contract expiration date was provided on your Form 471.

**SITE IDENTIFIER:** The Entity Number listed in Form 471, Block 5, Item 22a for "site specific" FRNs only.

**NUMBER OF MONTHS RECURRING SERVICE PROVIDED IN FUNDING YEAR:** The number of months of service that has been approved for the funding year, for recurring services.

**ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE RECURRING CHARGES:** Eligible monthly pre-discount amount approved for recurring charges multiplied by number of months of recurring service approved for the funding year.

**ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE NON-RECURRING CHARGES:** Annual eligible non-recurring charges approved for the funding year.

**PRE-DISCOUNT AMOUNT:** Amount in Form 471, Block 5, Item 23I, as determined through the application review process.

DISCOUNT PERCENTAGE APPROVED BY USAC: The discount rate that USAC approved for this service.

FUNDING COMMITMENT DECISION: The total amount of funding that USAC has reserved to reimburse your service provider for the approved discounts for this service for this funding year. It is important that both you and your service provider recognize that USAC should be invoiced and that disbursement of funds will be made only for eligible, approved services actually rendered.

FUNDING COMMITMENT DECISION EXPLANATION: This entry provides an explanation of the amount in the "Funding Commitment Decision."

FCDL DATE: The date of this Funding Commitment Decision Letter (FCDL).

WAVE NUMBER: The wave number assigned to FCDLs issued on this date.

LAST ALLOWABLE DATE FOR DELIVERY AND INSTALLATION FOR NON-RECURRING SERVICES: The last date approved by the FCC for delivery and installation of eligible non-recurring services (e.g., equipment). (The last allowable date for delivery and installation of recurring services is always the last day of the fund year, that is, June 30, 2007 for Funding Year 2006.)

FUNDING COMMITMENT REPORT  
Billed Entity Name: WAGONER INDEP SCHOOL DIST 19  
BEN: 140222  
Funding Year: 2006

Form 471 Application Number: 504422  
Funding Request Number: 1414197 ✓  
Funding Status: Not Funded  
Category of Service: Internet Access  
Form 470 Application Number: 706180000556203  
SPIN: 143030560  
Service Provider Name: Cebridge Telecom OK, LLC  
Contract Number: WPS\_WAN\_2006  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2009  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$24,000.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$24,000.00  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Selective - Tech Plan Required  
Funding Commitment Decision Explanation: A technology plan covering the current funding year was not in place at the time of the filing of the Forms 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wireline telephone services.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

Funding Request Number: 1414263 ✓  
Funding Status: Not Funded  
Category of Service: Internet Access  
Form 470 Application Number: 706180000556203  
SPIN: 143015254  
Service Provider Name: OneNet (Oklahoma State Regents)  
Contract Number: MTM  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2007  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$6,168.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$6,168.00  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Selective - Tech Plan Required  
Funding Commitment Decision Explanation: A technology plan covering the current funding year was not in place at the time of the filing of the Forms 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wireline telephone services.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

FUNDING COMMITMENT REPORT  
Billed Entity Name: WAGONER INDEP SCHOOL DIST 19  
BEN: 140222  
Funding Year: 2006

Form 471 Application Number: 504422 ✓  
Funding Request Number: 1414290  
Funding Status: Not Funded  
Category of Service: Telecommunications Service  
Form 470 Application Number: 706180000556203  
SPIN: 143030560  
Service Provider Name: Cebridge Telecom OK, LLC  
Contract Number: WPS\_WAN\_2006  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2009  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$78,000.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$78,000.00  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Selective - Tech Plan Required  
Funding Commitment Decision Explanation: A technology plan covering the current funding year was not in place at the time of the filing of the Forms 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wireline telephone services.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

Funding Request Number: 1414291  
Funding Status: Not Funded  
Category of Service: Telecommunications Service  
Form 470 Application Number: 706180000556203  
SPIN: 143030560  
Service Provider Name: Cebridge Telecom OK, LLC  
Contract Number: WPS\_WAN\_2006  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2009  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$78,000.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$78,000.00  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Applicant request  
Funding Commitment Decision Explanation: FRN canceled in consultation with the applicant.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

FUNDING COMMITMENT REPORT  
Billed Entity Name: WAGONER INDEP SCHOOL DIST 19  
BEN: 140222  
Funding Year: 2006

Form 471 Application Number: 504422  
Funding Request Number: 1414396  
Funding Status: Not Funded  
Category of Service: Telecommunications Service  
Form 470 Application Number: 706180000556203  
SPIN: 143022297  
Service Provider Name: Valor Telecommunications of Texas, LP  
Contract Number: MTM  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2007  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$48,927.36  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$48,927.36  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Selective - Tech Plan Required  
Funding Commitment Decision Explanation: A technology plan covering the current funding year was not in place at the time of the filing of the Forms 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wireline telephone services.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

Funding Request Number: 1414488  
Funding Status: Funded  
Category of Service: Telecommunications Service  
Form 470 Application Number: 706180000556203  
SPIN: 143025240  
Service Provider Name: Cingular Wireless  
Contract Number: MTM  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 06/30/2007  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$35,655.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$54.00  
Pre-discount Amount: \$35,709.00  
Discount Percentage Approved by the USAC: 80%  
Funding Commitment Decision: \$28,567.20 - FRN approved; modified by SLD  
Funding Commitment Decision Explanation: The FRN was modified from \$36303 to \$35709 to agree with the applicant documentation.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

FUNDING COMMITMENT REPORT  
Billed Entity Name: WAGONER INDEP SCHOOL DIST 19  
BEN: 140222  
Funding Year: 2006

Form 471 Application Number: 504422  
Funding Request Number: 1414580  
Funding Status: Not Funded  
Category of Service: Basic Maintenance of Internal Connection  
Form 470 Application Number: 706180000556203  
SPIN: 143004698  
Service Provider Name: United Systems, Inc.  
Contract Number: Wagoner-US-YR9-1a  
Billing Account Number: 918-485-4046  
Service Start Date: 07/01/2006  
Contract Expiration Date: 09/30/2007  
Number of Months Recurring Service Provided in Funding Year: 12  
Annual Pre-discount Amount for Eligible Recurring Charges: \$151,550.04  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$151,550.04  
Discount Percentage Approved by the USAC: N/A  
Funding Commitment Decision: \$0.00 - Selective - Tech Plan Required  
Funding Commitment Decision Explanation: A technology plan covering the current funding year was not in place at the time of the filing of the Forms 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wireline telephone services.

FCDL Date: 01/30/2007  
Wave Number: 041  
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2007

## IMPORTANT REMINDERS & DEADLINES

Form 471 Application Number: 504422  
Billed Entity Number: 140222  
Name of Billed Entity: WAGONER INDEP SCHOOL DIST 19

**YOUR NEXT STEPS IN THE APPLICATION PROCESS:** Following are steps to assist you through the application process. Web page URLs are included to facilitate access to additional information on USAC's website.

**REVIEW TECHNOLOGY PLANNING REQUIREMENTS** - Program rules require a technology plan based on an assessment of needs and that those plans be approved before the start of services. See "Develop a Technology Plan" at <http://www.usac.org/sl/applicants/step02/> for information about technology plan requirements and approvals.

**REVIEW CHILDREN'S INTERNET PROTECTION ACT (CIPA) REQUIREMENTS** - CIPA compliance is required for requests for Internet Access, Internal Connections and Basic Maintenance discounts. For information about CIPA requirements and certifications, see "Children's Internet Protection Act (CIPA)" at <http://www.usac.org/sl/applicants/step10/cipa.aspx> for information about CIPA and its requirements.

**FILE FORM 486** - You must notify USAC of the start of service, the name of your USAC-certified technology plan approver and your compliance with CIPA on Form 486. See "Begin Receipt of Services" on our website at <http://www.usac.org/sl/applicants/step10/>.

**FORM 486 DEADLINE** - The Form 486 must be postmarked no later than 120 days after the Service Start Date featured in the Form 486 Notification Letter or no later than 120 days after the date of the Funding Commitment Decision Letter, whichever is later. Use the "Deadlines" calculator on our website at <http://www.usac.org/sl/tools/deadlines> to calculate your Form 486 deadline.

**INVOICE USAC** - After eligible services have been delivered, invoice USAC to request reimbursement of approved discounts. For information about requesting reimbursement from USAC, see "Invoice USAC" on our website at <http://www.usac.org/sl/applicants/step11/>.

**INVOICE DEADLINE** - Invoices must be postmarked no later than 120 days after the last date to receive service - including extensions - or 120 days after the date of the Form 486 Notification Letter, whichever is later. Use the "Deadlines" calculator on our website at <http://www.usac.org/sl/tools/deadlines> to calculate your invoice deadline.

**DOCUMENT RETENTION** - Documents related to the receipt of discounts must be retained for at least five years after the last day of service delivered. For more information, see "Document Retention Requirements" on our website at <http://www.usac.org/sl/about/document-retention-requirements/default.aspx>.

**OBLIGATION TO PAY NON-DISCOUNT PORTION/FREE SERVICES ADVISORY** - Applicants are required to pay the non-discount portion of the cost of the products and/or services. Service providers are required to bill applicants for the non-discount portion. For further information, see "Obligation to Pay Non-Discount Portion" on our website at <http://www.usac.org/sl/applicants/step11/obligation-to-pay.aspx> and "Free Services Advisory" at <http://www.usac.org/sl/applicants/step06/free-services-advisory.aspx>.

**SUSPENSION AND DEBARMENT** - Persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries Program are subject to suspension and debarment from the program. More information and a current list of persons who have been suspended or debarred is posted in "Suspensions and Debarments" on our website at <http://www.usac.org/sl/about/suspensions-debarments.aspx>.

**COMPLETE PROGRAM INFORMATION** - including more information on these reminders - is posted to the Schools and Libraries area of USAC's website at [www.usac.org/sl](http://www.usac.org/sl). You may also contact our Client Service Bureau using the "Submit a Question" link on our website, toll-free by fax at 1-888-276-8736 or toll-free by phone at 1-888-203-8100.

# WAGONER PUBLIC SCHOOLS

P.O. Box 508 • Wagoner, OK 74477 • 918-485-4046 • Fax: 918-485-8710

February 21, 2007

Letter of Appeal  
100 South Jefferson Road  
P.O. Box 902  
Whippany, New Jersey 07981

Janice Aldridge, (Appellant Name)  
Wagoner Public Schools, (Appellant Entity)  
308 N.E. 2<sup>nd</sup> Street  
Wagoner, OK 74467  
Telephone: (918) 485-4046, ext. 2000  
Fax: (918) 485-8710  
[jaldridge@wagonerps.org](mailto:jaldridge@wagonerps.org)

RE: THIS IS A FORMAL APPEAL OF Non-Funding of Services

To Whom It May Concern:

This correspondence is a formal appeal on behalf of Wagoner Public Schools of the "Non-Funded" Status for the each of the following service funding requests:

1. Appellant Name: Wagoner Independent School District 19  
BEN: # 140222  
Service Provider Name: Cebridge Telecom OK, LLC, (Funding Request 1414197)  
SPIN: 143030560  
Form 471 Application : 504422  
Funding Status from Funding Commitment Decision Letter for Funding year 2006: Not Funded  
Exact text/decision of appeal: "A technology plan covering the current funding year was not in place at the time of the filing of the Form 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wire line telephone services."

2. Appellant Name: Wagoner Independent School District 19  
BEN #140222  
Service Provider name: Onenet, Oklahoma State Regents, (Funding Request 1414263)  
SPIN: 143015254  
Form 471 Application: 504422

*Funding Status from Funding Commitment Decision Letter for Funding year 2006: Not Funded*

Exact text/decision of appeal: "A technology plan covering the current funding year was not in place at the time of the filing of the Form 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wire line telephone services."

3. Appellant Name: Wagoner Independent School District 19

BEN: 140222

Service Provider Name: Cebridge Telecom OK, LLC, (Funding Request 1414290)

SPIN: 143030560

Form 471 Application: 504422

*Funding Status from Funding Commitment Decision Letter for Funding year 2006: Not Funded*

Exact text/decision of appeal: "A technology plan covering the current funding year was not in place at the time of the filing of the Form 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wire line telephone services."

4. Appellant Name: Wagoner Independent School District 19

BEN: 140222

Service Provider Name: United Systems, Inc., (Funding Request 1414580)

SPIN: 143004698

Form 471 Application: 504422

*Funding Status from Funding Commitment Decision Letter for Funding year 2006: Not Funded*

Exact text/decision of appeal: "A technology plan covering the current funding year was not in place at the time of the filing of the Form 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wire line telephone services."

### **Basis of Appeal for #'s 1--4**

We are appealing the Not Funded on the basis of no technology plan in place at the time of filing of the form 470 and 471 for Service Providers 1—4 inclusive. (Detailed information above in 1—4.)

As you will note from the attached approval letters, Wagoner Independent School District 19 DID have an approved technology plan in place when the forms 470 and 471 were filed. We had a change of technology director that school year. In the transition, the technology plan in place at the time of the filing was, unfortunately, not updated in a timely manner. Plan updates are due to the Oklahoma State Department of Education for new/updated plans, but plans in place are valid through August of the given year. As you will note, the plan was rewritten and approved December 15, 2006. That is a lapse of 106 days-- August 31, 2006 to December 14, 2006. We believe we were incorrectly denied funding in these requests as there was a valid technology plan in place when the 470 and 471 were written. If there can be no consideration given for the confusion in the tech

department leadership transition, then Wagoner Schools requests funding be changed from the status of "Not Funded" to be at the minimum pro-rated to reflect funding for the 71% of the year that an approved technology plan was, as documented, in place.

5. Appellant Name: Wagoner Independent School District 19

BEN: 140222

Service Provider Name: Valor Telecommunications of Texas, LP,  
(Funding Request 1414396)

SPIN 143022297

Form 471 Application: 504422

Funding Status from Funding Commitment Decision Letter for Funding year 2006: Not Funded

Exact text/decision of appeal: "A technology plan covering the current funding year was not in place at the time of the filing of the Form 470 and 471. Technology plans are required when applicants apply for more than basic wireless and wire line telephone services."

### **Basis of Appeal for # 5**

The services for Valor Telecommunications of Texas, LP were denied on the grounds that no technology plan was in place before the forms 470 and 471 were filed. Services for Valor Telecommunications of Texas, LP are wireline telephones services, which do not require a technology plan. We believe we were incorrectly denied funding in this request as Valor Telecom provides basic wireline phone services.

We thank you in advance for any consideration you may give the appeal of the "Non-Funded" status for the five listed service funding requests for the students and staff of Wagoner Public Schools. Please contact us if you need further information.

Sincerely,



Janice Aldridge,  
Superintendent

Attachments: Technology Plan Valid from 2003—2006

August 12, 2006 Oklahoma State Department Update Request

December 15, 2006 Oklahoma State Department E-Rate Technology Plan Approval

April 26, 2001 Oklahoma State Department of Education Technology Plan Approval  
Letter



Universal Service Administrative Company  
Schools & Libraries Division

---

**Administrator's Decision on Appeal – Funding Year 2006-2007**

March 23, 2007

Janice Aldridge  
Wagoner Public Schools  
308 N.E. 2nd Street  
Wagoner, OK 74467

Re: Applicant Name: WAGONER INDEP SCHOOL DIST 19  
Billed Entity Number: 140222  
Form 471 Application Number: 504422  
Funding Request Number(s): 1414197, 1414263, 1414290, 1414396, 1414580  
Your Correspondence Dated: February 21, 2007

After thorough review and investigation of all relevant facts, the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) has made its decision in regard to your appeal of USAC's Funding Year 2006 Funding Commitment Decision Letter for the Application Number indicated above. This letter explains the basis of USAC's decision. The date of this letter begins the 60 day time period for appealing this decision to the Federal Communications Commission (FCC). If your Letter of Appeal included more than one Application Number, please note that you will receive a separate letter for each application.

Funding Request Number(s): 1414197, 1414263, 1414290, 1414396, 1414580  
Decision on Appeal: **Denied**  
Explanation:

- During the Appeal Review, USAC thoroughly assessed the facts presented in the appeal letter, the relevant documentation on file, and the FCC Rules and Procedures before making its determination on your appeal. During Selective Review, USAC requested the technology plan that covers the entire applied-for Funding Year. On June 20, 2006, via fax and email, per the Selective Review Information Request (SRIR), you were asked to provide a copy of the Technology Plan, covering Funding Year 2006-2007, for those FRNs requesting discounts on more than just basic telephone service. (Please note that for FRN 1414396, the supporting Item 21 documentation for this request were bills that included charges to non-basic services, such as Centrex and ISDN. Therefore, a technology plan was needed for this funding request.) The Technology Plan provided was dated May 2003, but without an ending date. On October 23, 2006, Selective Review

sent a letter via email and fax requesting the time period covered by the technology plan as well as the creation date that the Technology Plan was written. In an email response dated December 5, 2006, John Aldridge, the District's Technology Director, stated that the Technology Plan period is from May 2003 to August 2006, and in an email dated December 6, 2006, Mr. Aldridge corrected the dates to August 12, 2003 - May 1, 2006. Per program rules, the technology plan must be written before the submission of the Form 470 and Form 471, and must cover the current funding year. Wagoner Independent School District 19 did not meet this requirement, therefore USAC denied funding. For further information please visit Universal Service Administrative Company website at <http://www.universalservice.org/sl/applicants/step02/technology-planning/default.aspx>. The District requested funding for more than basic service on the Form 471 and failed to provide a copy of a Technology Plan for Funding Year 2006. You have failed to provide evidence that USAC erred in its initial decision; consequently, the appeal is denied.

- On your Form 471, you certified that the recipients of products and/or services were covered by an individual and/or higher-level technology plan and that the technology plan had been approved or was in the process of being approved. During the review of your application, USAC requested that you provide a copy of your technology plan. Since you failed to provide a copy of your technology plan, USAC denies your appeal.
- Your Form 471 requested funding for products and/or services other than basic local and long distance telephone service. FCC Rules require applicants to certify that the entities receiving products and/or services other than basic telephone service are covered by an individual and/or higher-level technology plan that has been, or is in the process of being approved. 47 C.F.R. sec. 54.504(c)(1)(iv) and (v); See Schools and Libraries Universal Service, Services Ordered and Certification Form, OMB 3060-0806 Block 6, Item 26 (FCC Form 471).

If your appeal has been approved, but funding has been reduced or denied, you may appeal these decisions to either USAC or the FCC. For appeals that have been denied in full, partially approved, dismissed, or canceled, you may file an appeal with the FCC. You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received or postmarked within 60 days of the date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD section of the USAC website or by contacting the Client Service Bureau. We strongly recommend that you use the electronic filing options.

We thank you for your continued support, patience and cooperation during the appeal process.

Schools and Libraries Division  
Universal Service Administrative Company

**From:** <slidnoreply@sl.universalservice.org>  
**To:** <jaldridge@wagoneps.org>  
**Date:** 5/10/2007 1:05:52 PM  
**Subject:** RE: Initial Contact, Case #21-591696

Thank you for your inquiry. At this time SLD has not received any information concerning the Brownsville Order.

If you have any further questions, please feel free to contact our Schools and Libraries Helpline at 1-888-203-8100. Please remember to visit our website for updates: <http://www.sl.universalservice.org>

Thank you,  
Schools and Libraries Division  
Universal Service Administrative Company

-----Original Message-----

**From:** jaldridge@wagoneps.org  
**Subject:** Initial Contact

[FirstName]=Janice  
[LastName]=Aldridge  
[JobTitle]=Superintendent  
[EmailAddress]=jaldridge@wagoneps.org  
[WorkPhone]=91848540462000  
[FaxPhone]=9184858710  
[PreviousCaseNumber]=0

[FormType]=Tech Plan  
[Owner]=TCSB  
[DateSubmitted]=5/10/2007 12:42:56 PM  
[AttachmentFlag]=N[BenOrSpinNumber]=140222  
[State]=Oklahoma  
[EntityType]=Public School

[Question2]=Our funding requests were denied for 2006--2007 funding year on the basis of a technology planning issue, and our appeal was also denied on the basis of a technology planning issue. The Brownsville Order was released on March 28,2007. Our appeal denial letter was issued March 23, 2007. On the basis of specific contents of the Brownville Order, we believe that Wagoner Public Schools should also be included as a school district whose funding requests should be reconsidered on the specific merits of that Brownsville decision. Is Wagoner Public Schools among the schools whose denial of funds will be reconsidered, or does Wagoner Public Schools still need to forward our appeal to the FCC. Thank you.  
Janice Aldridge

Approved August 12, 2003 by J.P. Applegate, Ed. D.  
Executive Director  
Instructional Technology/OSDE

## Long-Range Technology Plan for Wagoner Public Schools

### *Preface*

*May 2003- August 2006*

Wagoner Public Schools remains committed to acquiring and maintaining the technologies needed to enhance the educational process in all classrooms and for all students. In fact, all major goals of the Wagoner Public Schools 1997 Long-Range Technology Plan have been achieved. Setting new goals and addressing on-going challenges to benefit students remains our primary purpose for technology in our new plan.

### *Vision Statement*

Wagoner Public Schools remains committed to the idea of transforming the educational setting in the classroom, keeping the best of the traditional classroom model, while providing technologies that facilitate moving from the teacher-centered to student-centered classroom. Such a classroom model will be multi-sensory and multi-directional in delivery of instruction. Technology will be utilized to assist the teacher and students meet the goal of instruction as providing an educational environment which promotes information exchange.

## **Mission Statement for Technology**

The mission of Wagoner Public Schools is to provide the technology infrastructure in hardware and software necessary to integrate technology across the curriculum, to the end that educational opportunities afforded all of our students will empower them to become lifelong learners who have the skills to participate in an ever-changing world community.

**District Technology Plan Component 1: Technology goals and strategies for utilizing telecommunications and information technology to improve education**

**District Technology Goals**

- 1) to provide all students access to ever-evolving, industry standard computers and computer technology
- 2) to maintain connection of every classroom and media center to the internet
- 3) to provide all teachers with professional development needed to promote and support technology as a teaching tool and ongoing support and training as new technology skills are identified
- 4) to provide software to enrich and support the core curriculum and P.A.S.S. objectives
- 5) to serve as a leader and liaison between the public library, adult education, after school program, and the community for technology enhancement

**Rationale (Strategy) for goals and goal implementation**

**Goal 1. Strategy:** During the 1999-2000 school year, 71% of Wagoner Public school children were on free and reduced school lunch program. Needs assessments conducted as part of on-going school improvement efforts indicated that about 25% of families in our district own a personal computer; not all of these families have internet access. To prepare our students to fully participate in the world community, our school district must continue to take the lead in providing access to interactive, modern technologies. For the students of Wagoner Public Schools to be well prepared to compete for college and other post high school education opportunities, scholarships, and employment opportunities, our school district must continue to remain aggressive and remain current in providing technology resources.

**Goal 2 Strategy:** Six of the regular school sites—Lincoln Elementary, Ellington Elementary, Maple Park Elementary, Central Intermediate Elementary, Wagoner Middle School and Wagoner High School currently are served with a local area network--LAN. In addition, the Wagoner Alternative Learning Academy also has a LAN. Each of these sites are connected by Fiber Optic lines to provide Wagoner Public Schools with a WAN. In order to maintain our connection to the internet in each classroom, media center, and computer lab, each LAN will need to be supported and maintained. The LANS at each site will also continue to promote the exchange of information among parents and teachers, teachers and their colleagues, and teachers and administration with email. The LANS at each site and the WAN will also continue to provide access to academic research for students and teachers and provide for the sharing of software.

**Goal 3 Strategy:** There is an on-going district need to provide training for teachers in efficient, effective use of ever-changing technologies available to them. Training needs to be offered at varying skills levels in using PC's, academic software, (including CCC and McGraw Hill PASSKEY), internet use, and teacher productivity and student information software, (which includes SASIxp student information program). The goal of all professional development is to give faculty and staff the skills they need to fully integrate technology across the curriculum to the greatest advantage for students.

**Goal 4 Strategy:** All school sites have begun to build an inventory of software programs to support the Oklahoma PASS objectives and promote academic excellence. New software will be an on-going need in order to maintain and academic enrichment and remediation, as well as productivity. Academic software and integrated learning systems are providing individualized learning for students who function at varying skills levels in a non-threatening, instant feedback

manner and support the instruction of the classroom teacher. ACT and SAT preparation, career awareness, and job/life skills software provide assistance for students in preparing and competing for opportunities beyond the K-12 environment. In summary, software needs will be on-going as more and better products for the educational environment become available.

**Goal 5 Strategy:** Wagoner has a new public library under construction to replace the smaller, non-ADA facility. The current facility has internet access. Wagoner Public Schools currently assists the Wagoner Carnegie Library in their e-rate application process. Wagoner Public Schools and the public library are planning additional collaborative efforts, including utilizing the same circulation software, and media centers maintaining a network connection so that patrons and students will be able to access materials for research and recreation with great efficiency. There are also plans to coordinate adult/community education program schedules to insure that there are programs available at convenient times for all community and school patrons, and so that services will not be duplicated.

Wagoner Public Schools will utilize technology to support and assist the Adult Basic Education Program currently held at Maple Park Elementary, and a similar program being conducted by the Department of Human Services. These programs will be able to benefit from the CCC Integrated Learning System installed at Wagoner Middle School Media Center computer labs. This software includes GED preparation modules and will be available to the community two evenings each week.

Wagoner Public Schools also intends to pursue partnerships with local businesses, offering community education programs through the 21<sup>st</sup> Century Community Learning Centers Grant program. Input will be actively solicited and programs made available to support and expand the

needs of the community work environment.

Wagoner Public Schools will utilize all new and current technology to assist in the success of the 21<sup>st</sup> Community Learning Center Grant Program, currently functioning at two sites--Central Intermediate Elementary, serving 4<sup>th</sup> and 5<sup>th</sup> grade students and Wagoner Middle School, serving 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students. Each CCLC is open one night each week for the community, as well as students. The program will also operate during the summer.

### **District Technology Plan Component 2: Professional Development Plan for Technology**

There is an ongoing need for professional development for teachers and staff in technology-- including hardware: desktop computers, distance learning equipment, digital cameras, scanners, and additional advances as they become compatible with educational purposes, and software: student information systems and grade book programs, ( which provide more time for instruction preparation), academic enrichment and remediation programs, core curriculum software to integrate with textbooks and Oklahoma P.A.S.S. objectives, and productivity software.

#### **Professional Development Plan Strategies District Professional Development Plan**

Provisions for all Oklahoma State Department of Educated mandated professional development areas are made. The mandated areas include core curriculum, health and safety, multi-cultural, and parent outreach. The Professional Development Committee conducts an annual needs assessment of all faculty and staff before planning the professional development for the school year. For the past three years, technology education has remained the first choice of teachers for professional development programs. So in addition to the SDE mandated areas,

technology education has been made a part of the district professional development plan.

To meet the specific needs of grade level and building sites, technology education has been provided at each building site. The lead site technology teachers at each building have been given the responsibility for leading the professional development. The site technology teacher conducts a site needs assessment so that instruction offered will be tailored to the individual site requests. Sites have conducted some cooperative programs. Teachers receive professional development points for attending the technology education programs.

### **Methods to Facilitate Professional Development**

Regularly scheduled opportunities for training will be offered at each site. These opportunities will include:

- 1) Utilizing the teacher preparation time to incorporate training into the regular school day.
- 2) Mini workshops conducted by the Site Technology Teacher. The topics of these workshops will come from site needs assessments as well as from input from the site principal and central administration.
- 3) Individual and/or small-group assistance from the Site Technology Teacher.
- 4) Mini-workshops conducted by the District Lead Technology Teacher. These work-shops will be open to any district employee. Pre-registration is required at these workshops; the workshop will be repeated to serve anyone who wishes to participate.
- 5) Vendor conducted professional development will be provided as part of particular software purchase packages and will be available to those teachers who will be using the added

software.

- 6) The 21<sup>st</sup> Century Community Learning Centers will be open two evenings each week, and classes will be scheduled for staff, students, and community patrons as they are requested.

In addition to professional development that is available in our district, other resources have been identified. Local colleges, professional development seminars and workshops, software vendors, staff development from other school districts, and support from professional organizations such as the Oklahoma Technology Association, the Oklahoma Distance Learning Association, and the Northeast Oklahoma VoTech Cooperative are resources that will be utilized to complement professional development requirements.

### **District Technology Plan Component 3: Assessment of the Telecommunications Services, Hardware, Software, and other Services Needed to Improve Education and/or Library Services**

#### **Hardware Profile**

Wagoner Public Schools now have a centralized server room with Fiber Optic connections to all of its schools. We have a 10MB Internet connection provided by Cox Communications. Hardware and software support are available from the site and lead technology teachers and vendor support contracts. Each classroom teacher has a personal computer with internet access and a printer in the classroom. Resource teachers such as special education teachers, gifted and talented teacher, and counselors also have personal computers. In addition each elementary site, with the exception of Lincoln Early Learning Center, has a computer lab with internet access

with a minimum of 20 computers available in that lab. Additional stand-alone computers are also available in the media centers. Central Intermediate has two computer labs – a lab of 24 computers in the media center and a wireless laptop lab available for classroom use. Wagoner Middle School has four computer labs--a lab of 25 computers with internet access in the 6<sup>th</sup> grade pod, 2 labs of 20 computers with internet access in the media center and a wireless laptop lab available for classroom use. Wagoner High School has six computer labs--1 lab of 20 computers with internet access in the media center, 1 lab of 25 computers in the vocation business class, 1 lab with 25 computers in the Technology Education class, (shared with the middle school Technology Education classes), 1 lab of 25 computers in the Computer Education Class, 1 lab of 13 computers in the Distance-Learning, A+ Classroom and a wireless laptop lab used by math teachers. Several district employees provide services at several sites have laptop computers--the two district nurses, two the speech pathologists and all administrators. The district has also three LCD projectors available for computer/group presentations. Each site also has at least one digital camera available.

### **Software Profile**

Software programs have been selected to enhance productivity in running and protecting the local area networks at each site. The overriding consideration driving software additions is, “will this product enhance student learning and performance?”

A summary of primary software at each site follows:

#### **Wagoner High School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger
- Word processing software: Office XP
- Novell 6.0 network operating system

- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Academic enrichment and enhancement software in all core subject areas
- Compton's CD-rom encyclopedia
- ACT and SAT preparation software

### **Wagoner Middle School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger
- Word processing software: Office XP
- Novell 6.0 network operating system
- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Academic enrichment and remediation software including: CCC, Computer Curriculum Corporation, which is diagnostic and prescriptive, providing enhancement in all core areas including life skills, careers, and GED preparation with work sheet production capability and report generating capability core subject enhancement software
- Accelerated Reader, reading enhancement program
- S.T.A.R. Reader assessment, testing program
- S.T.A.R. Math assessment, testing program
- Compton's CD Rom Encyclopedia
- ACT and SAT software
- critical thinking and creativity software

### **Central Intermediate Elementary School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger
- Word processing software: Office XP
- Novell 6.0 network operating system
- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Academic enrichment and remediation software including: CCC, other core

subject enhancement software

- *Accelerated Reader, reading enhancement system*
- S.T.A.R. Reading testing and assessment program
- DDC elementary keyboarding software
- critical thinking and creativity software
- educational game software

### **Maple Park Elementary School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger
- Word processing software: Office XP
- Novell 6.0 network operating system
- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Academic enrichment and remediation software for core subject
- Accelerated Reader, reading enhancement system
- S.T.A.R. Reading testing and assessment program
- Type to Learn Jr., keyboarding software
- critical thinking and creativity software
- educational game software

### **Ellington Elementary School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger
- Word processing software: Office XP
- Novell 6.0 network operating system
- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Academic enrichment and remediation software including: CCC, the Reader Rabbit series and Math Blaster-Reading Blaster series
- Critical thinking and creativity software
- Educational game software

### **Lincoln Elementary School**

- Internet filtering and monitoring software – Surfcontrol and BorderManger

- Word processing software: Office XP
- Novell 6.0 network operating system
- GroupWise 6.5 for email
- Web publishing software: Front Page
- SASIxp Student Information System
- Classxp Academic and Attendance Program
- Integrate Pro Electronic Grade book Program
- Critical thinking and creativity software
- Educational game software

## **Areas for Growth and Improvement**

### **Infrastructure**

The district must maintain the wiring backbone and servers and routers at the 7 sites where they are in place. In addition the district also has the following goals: providing a wireless infrastructure in every building, providing Voice-over-IP at every site and a district owned WAN.

### **Computers**

The district plans to replace 100 computers per year. This will keep key computers at an age of 4 years or less and will provide extra computers for student use. Additional computers for teachers to use in their classroom needed to address the individualized needs of students--those gifted and with special needs that need remediation and enrichment.

### **Software**

All district sites will have an ongoing need for software to remain current and provide programs to meet the needs of all students. Additional network licenses, where appropriate, need to be considered in lieu of single station units.

Elementary sites place the highest priority on software that enhances critical thinking skills, skills building practice in core areas, and, vocabulary, phonics, and other reading skills areas.

The middle school and high school sites continue to request software that builds skills in *writing and all core subjects to enhance student performance on the CRT and other assessments.* The middle and high school sites have also requested software which enhances research efforts for both teachers and students. Software is essential to achieve this goal.

All sites will need to remain current with the SASIxp student information system to enhance productivity and provide needed information to parents and for district, state, and federal reporting requirements. The district will work toward the goal of a web based solution to provide parents with access to student information.

All sites will need to remain current with the Follett Library Circulation Program. Each of the sites would benefit from the Web Catalog for Follett. This would provide access to the media center inventory from the internet.

### **Professional Development**

Training for staff will continue to be priority need. As new hardware and software become available, ongoing professional development will be provided to match district requirements. Turnover in staff will also necessitate continuing education needs.

### **Long Range Time Line**

Year One:

- 1) Add Sasixp and Classxp student information system to Lincoln Early Learning Center.
- 2) Add needed academic software at all sites.
- 3) Provide ongoing professional development for all staff.

- 4) Add Successmaker to Maple Park Elementary.
- 5) Add Student to the Network at the High School and Middle School.
- 6) Add email for students at the High School.
- 7) Add 100 computers to the district
- 8) Install Wireless Access Points at the High School and Lincoln Elementary
- 9) Continue to development the schools Web site to provide services and information about the school district.
- 10) Provide a list server that parents, teachers and student can subscribe to for school information and events.

Year Two:

- 1) Add wiring for internet/network to newly constructed classes at Wagoner Middle School.
- 2) Add wiring for internet/network to newly constructed classes at Wagoner High School.
- 3) Add needed academic software at all sites.
- 4) Replace 100 computers in the district.
- 5) Provide ongoing professional development at all sites.
- 6) Install Wireless Access Points at the Middle School, Central Intermediate, Maple Park, Ellington and the Alternative School.
- 7) Continue to development the schools Web site to provide services and information about the school district.

Year Three:

- 1) Add SME for district reporting for Successmaker.
- 2) Replace 100 computers as needed at each site.
- 3) Provide need professional development at all sites.
- 4) Add Web Circulation Program for Schools.
- 5) Add needed academic software at all sites.
- 6) Continue to development the schools Web site to provide services and information about the school district.

Year Four:

- 1) Conduct a comprehensive needs assessment and survey of school and community to identify needs and progress in integrating technology into the curriculum.
- 2) Add needed academic software at all sites.
- 3) Replace 100 computers for the district.
- 4) Maintain with added memory or replace as needed servers at each site.
- 5) Provide on-going professional development for the district.
- 6) Continue to development the schools Web site to provide services and information about the school district.

**District Technology Plan Component 4: Providing Budget Sufficient to Acquire and Maintain the Hardware, Software, Professional Development and Other Services Needed to Implement Goals.**

Resources to fund past technology improvements have come from the following sources:

Title III Technology Grant

*Title III Teacher Telementor Grant*

SDE Distance Learning Grant

SLD E-rate Funding

Local Bond Issues

Local Board of Education Support of Technology through General Fund

Integration of Federal Funds--Title I, II, and VI

21<sup>st</sup> Century Community Learning Center Grant

Fiscal constraints are very real considerations in meeting all educational needs. Securing and maintaining the resources needed for technology will continue to be a factor in meeting all technology goals. Wagoner Public Schools will continue to utilize the previously described funding sources and continue to explore other sources including competitive grants and business partnerships. The local board of education has been very supportive in budgeting to meet district technology needs.

**District Technology Plan Component 5: An Evaluation Process that Enables the School to Monitor Progress Toward the Specified Goals and Make Adjustments in Response to New Opportunities and Identified Needs**

The following process is utilized to monitor the progress of technology goals for Wagoner Public Schools:

The District Technology Committee meets at least twice annually to monitor Title VI, Innovative Programs, and the Wagoner Public Schools Comprehensive Local Education Plan goals as they

relate to technology, as well as the District Technology Plan.

At the site level, the Site C.L.E.P. teams monitor the individual site plans for technology goals.

Each site has a Lead Technology Teacher who offers significant input and expertise for the Site Technology Plans and site C.L.E.P. plans.

The Wagoner District and site Technology Teachers meet at least quarterly with the Assistant Superintendent and Technology Director to monitor progress towards district and site technology goals, and coordinate planning.

**Conclusion:**

Wagoner Public Schools remains committed to the vision of fully integrating technology into each classroom, so that technology will truly be a tool to facilitate the process of helping each student learn at their full potential. Professional development to meet all staff needs is imperative. Technology must be maintained and supported as a key component of the overall district mission which remains to help each student become a lifelong learner.



**SANDY GARRETT**  
**STATE SUPERINTENDENT OF PUBLIC INSTRUCTION**  
**STATE OF OKLAHOMA**

December 15, 2006

**Certification of Technology Plan Approval for Schools and Libraries Universal Service Program**

The Oklahoma State Department of Education is certified by the Schools and Libraries Division to approve technology plans for participation in the Schools and Libraries Universal Service Program.

Wagoner Public Schools has submitted a technology plan and an annual update that have met the standards and criteria outlined in the following checklist.

**CHECKLIST:**

Successful technology plans align the overall education or library service improvement objectives with the following thirteen criteria. To qualify as an approved Technology Plan for a Universal Service Program discount, the plan must meet these criteria. It is critical that technology planning not be viewed or treated as a separate exercise dealing primarily with hardware and telecommunications infrastructure. There must be connections between the proposed physical infrastructure of the information technology and the plan for professional development, curriculum reform, and library service improvements.

Your technology plan has not met the following requirements:

	Strategies for improving academic achievement and teacher effectiveness		Integration of technology with curricula and instruction
	Goals		Innovative delivery strategies
	Steps to increasing accessibility		Parental involvement
	Promotion of curricula and teaching strategies that integrate technology	X	Collaboration with adult literacy programs
	Professional Development		Accountability measures
	Technology type and cost		Supporting Resources
	Coordination with other resources		
X	E-Rate Approved		Title II, D Approved

Sincerely,

Cathy Battles, Co-Director  
 Technology/Telecommunications

OKLAHOMA STATE DEPARTMENT OF EDUCATION  
 2500 NORTH LINCOLN BOULEVARD, OKLAHOMA CITY, OK 73105-4599  
 (405) 521-3301, FAX: (405) 521-6205  
<http://ede.state.ok.us>  
**FIRST IN THE TWENTY-FIRST**



**Wagoner Public Schools Technology Plan**

**2006-2009**

**Janice Aldridge  
Superintendent**

**John Aldridge  
Technology Director**

## **I. Strategies for Improving Academic Achievement and Teacher Effectiveness**

NCLB, E-rate, Title I, and district general funds will be utilized to provide for staff development to enhance technology skills needed in each phase of the plan. Our needs assessment indicates that each teacher will require approximately 25 hours of training per year to meet the minimum criteria of this plan. The computers in the classroom and learning laboratories will support this training.

The technology challenges are dealt with by the District Technology Director who oversees funding sources, curriculum, purchasing, professional development and menial equipment repairs.

### **A. Description of how funds will be spent to promote student achievement.**

- a. Student assessment will include a combination of logged hours on Success Maker Software and data collection through surveys.
- b. All students will log hours on Success Maker to enhance reading and math skills in order to reinforce State Mandated Pass Objectives.
- c. Students will achieve mastery to utilize the Online Grade book to monitor grade averages and lesson plans via the Internet.
- d. Upper level students will be provided with email accounts and offered the opportunity to send lessons via email.
- e. Students will utilize online periodicals in order to search for pertinent information for defined purposes.
- f. Students will utilize online assessment tools to set personal achievement goals and monitor personal progress to those goals.

### **B. Description of how funds will be spent to improve the capacity of all teachers in Wagoner Public Schools to integrate technology effectively into curriculum and instruction.**

- a. Teachers and administrators will set goals and work progressively and collaboratively to achieve those goals.
- b. All teachers will have at least one goal per year involving technology integration.
- c. Faculty members will utilize surveys to communicate classroom needs to administrators and committee members. This survey will have a statement of the professional goal set for the year.
- d. Survey results will be reviewed and program direction will be in direct correlation with the stated survey results.

- e. The technology director will report the results of the survey directly to building principal. The director will monitor teacher progress toward the stated goal and also report to building principal.

## II. Goals

It is the primary goal of the Wagoner Public Schools to provide the students and learning community with the hardware, software and training to make technology-based education a reality. This task will be accomplished through the utilization of the Internet, LAN, Computer lab and Library Media Center. Technology at Wagoner Public Schools is directly correlated with the needs of the teachers, students and parents as determined by surveys, state mandated achievement test scores and new trends in technology. Technology at Wagoner Public Schools is defined as any electronic tool including equipment, programs, communications, networks, and related systems that empower the learner and/or educator to access, manage, process, interpret and communicate information.

Technology use at WPS will be governed by the following guiding ideas:

- ❖ It is essential for all students to utilize research-based technology advancements to achieve learning goals as a part of the District Comprehensive Local Education Plan..
  - 100% of all students will utilize research-based technology using Success Maker Software, Scholastic Reading Counts, Scholastic Reading Inventory, and United Streaming, which are all research-based software integration packages.
- ❖ It is essential for all students to have access to advanced technology in order to achieve personal and district goals.
  - 100% Students will set personal goals for academic achievement and will work to achieve those goals through the incorporation of technology.
- ❖ All decisions pertaining to the quality of teaching and student learning must utilize technology as a means of sharing and as a resource.
  - The technology director will represent technology integration on all committees pertaining to quality of teaching and student learning. (e.g. Textbook Committee, Staff Development Committee, Testing Committee, and so on.)
- ❖ Technology requires training and support.
  - 100% of all teachers at Wagoner Public Schools will participate in 25 hours of technology integration training as determined by surveys, student performance data, administration and Board of Education input.
- ❖ Student improvement and performance is directly correlated to instruction and assessment with the utilization of technology.
  - Many of the teachers will use Smart Boards as a tool for instructional technology

- 100% of all teachers will achieve proficiency in the use the online grade book, with appropriate training, and with the support of the administration. Teachers will be required to post grades and lesson plans online.
- ❖ Students will achieve proficiency in the appropriate grade level/subject area State of Oklahoma Pass Objectives through the incorporation of those objectives into daily lesson plans.
  - 100% of all students will be taught technology objectives by integration into existing curricula.
- ❖ Students will utilize advanced technology to improve student achievement.
  - 100% of all students will utilize technology to promote higher-level thinking skills.

*EVALUATION: Technology Director will meet with Superintendent a minimum of twice per year to ensure program and district alignment and progress toward stated goals. Goals will be modified and changed on an as needed basis.*

### **III. Steps to Increase Accessibility**

Wagoner Public Schools has a 2005-2006 E-rate level of 82%. The Free and Reduced lunch rate for 2006-2007 is currently 81%. The professional educators at Wagoner Public Schools are trained to and teach all students regardless of socioeconomic status, race, ethnicity or special needs.

The professional educators and students at Wagoner Public Schools have access to high quality content material that is appropriate, relevant and engaging for every student regardless of gender, socioeconomic status, race, ethnicity and special needs.

Wagoner Public Schools currently has .42 computers per student and 4.4 computers per educator. Every classroom at Wagoner Public Schools is connected to the Internet and is equipped with modern computers.

The replacement cycle at Wagoner Public Schools is a 4 year refresh cycle with 250 new computers added each year. Wagoner Public Schools is always seeking funding sources in order to stay ahead with advances in technology. Wagoner Public Schools has a goal of replacing computers one quarter of the computers every year, however there are various factors to consider such as: are the computers running existing software effectively and is this box running it at an effective speed.

Currently teachers have the number of modern computers in the classroom. The number of classroom computers provided was determined from the data review of previous surveys. Teachers have from 1 to 4 modern computers in each classroom. Teachers have access to a computer lab at each site that has at least 25 computers. Two out of four of

our elementary schools now have a Smart Board in every classroom. A third elementary school will have Smart Boards in every class in January 2007.

The Wagoner Public Schools network is powered by 23 servers. We have a mixed server environment containing Novell Netware and Microsoft NOS. The Network is connected with 1000Mbps fiber between 7 sites. We have a 10MB cable connection to service the 7 sites. We anticipate increasing accessibility by implementing a district-wide wireless network at some point in the future.

Wagoner Public Schools does not currently have any students who require Universal Design for Learning, screen readers, sound amplifiers or hardware modification. If at any point such modifications are needed for a student's success, the school district will accept the responsibility of providing equipment to meet those needs.

#### **IV. Promotion of Curricula and Teaching That Integrate Technology.**

Wagoner Public Schools will identify and promote curricula and teaching strategies which integrate technology effectively into curricula and instruction, based on a review of relevant research and leading to improvements in student academic achievement.

The research for Success Maker was completed by Patrick Suppes of Stanford University, working at an independent research foundation. The foundation set up the structure and process of documenting progress made by schools utilizing Success Maker.

Scholastic Reading Counts and Scholastic Reading Inventory have research based on "Compendium of Read 180 Research" The data was collected from 1999 to 2004. The studies were done at Orange County Schools in cooperation with Vanderbilt University.

#### **V. Professional Development**

Wagoner Public Schools will provide on-going, sustained professional development for teachers, principals, administrators, and school library media personnel to further the effective use of technology in the classroom or library media center.

Educators will set goals and move toward the goal of complete technology integration in all content areas. Teachers and administrators will be surveyed on specific technology needs. The results of the survey will determine the training offered and equipment necessary to achieve program goals.

## VI. Technology Equipment & Cost

### Internal Connections & Equipment

Equipment	Qty	Cost	Erate	Year
Add new DNS/DHCP servers at each site, also new mail and	9	60,000.00	53,330.00	2008
24 Port Switches	5	35,000.00	28,000.00	2008
Router	1	2,500.00	2,050.00	2008
Fiber Connections Between buildings	7	64,000.00	52,480.00	2007,2008,2009
Fileserver Maintenance	23	43,000.00	35,260.00	2007,2008,2009
1 T-1	1	11,628.00	9534.36.	2007,2008,2009
*Internet Access	1	16,932.00	13,884.24	2007,2008,2009
*Internet Maintenance	1	3,960.00	3,168.00	2007,2008,2009
*Cell Phones	55	15,000.00	12,300.00	2007,2008,2009
*Telecommunications	152 lines	65,000.00	53,300.00	2007,2008,2009
Software Renewals	12	35,000.00	35,000.00	2007,2008,2009
Total		352,020.00	88,713.40	

\*Denotes Priority Needs

## VII. Coordination with Other Resources

Wagoner Public Schools will coordinate resources by utilizing Title I, Title II, and Title VII grant funds, (in response to the needs assessment planning and budgeting process of these programs), along with local district funds to assist in providing technology hardware and software, as well as staff development. These federal programs will be used in conjunction with district general funds to provide a stipend for a district trainer/training beyond the school day. Use of Title I and other federal programs in conjunction with district general funds, and other private sector grants and donations will facilitate support integrated school initiatives. Wagoner Public Schools will apply for and coordinate available E-Rate funding to support our network infrastructure allowing us to have reliable connectivity throughout the district, and to provide internet access, and email.

## **VIII. Integration of technology with curricula and instruction**

As funding sources become available for additional software purchases, committees will be selected and determinations for new products will be made. With the help of the Technology Committee, the teachers of Wagoner Public Schools will continue to utilize working, reliable technology. The Technology Specialist will continue the responsibility of professional development and training.

Teachers, parents and students will utilize the Parent Access program and email to promote the efficient exchange of student information and increase parent communication.

Teachers will continue to utilize the Success Maker software with all students as described in research data by the end of the 2010 school year.

## **IX. Innovative delivery strategies**

Wagoner Public Schools continues to research many innovative programs such as "Study Island" and "Knowledge Box." The purchase and implementation of such research-based, innovative programs will require a substantial financial commitment that is not currently available. Funding sources will be aggressively pursued to make provide such innovative programs. A standard decision-making tool will be established to determine the criteria for purchasing such online courses.

Outside professionals will be utilized for tasks beyond the current district technical expertise, if funds are available. If funds are not available, the technology director will be provided the necessary training and share new information using the "Trainer of Trainer Model." Building specialists have been established informally which allow the technology director to make a single-site contact so that site specialists can use new information and skills in their respective buildings.

Students will actively communicate with teachers and peers online. A code of conduct has already been provided in Board of Education policy, and this policy is strongly enforced. Students will be encouraged to perform higher-level thinking skills and reflect on assignments and projects via the Internet.

## **X. Parental Involvement**

Technology is used to communicate with the Community in the following ways:

- E-mail to communicate with both students and parents regarding academics and upcoming events.

- Internet is used to post announcements, calendars and other pertinent information.
- *Student Information System* is used to allow parents to access their child's grades, lesson plans and attendance records.
- Each main office is equipped with phones and phone lines to insure communication with parents.
- Parents will utilize Parent Access to view grades attendance and discipline online.

## **XI. Collaboration with adult literacy services**

The Wagoner Public Library has initiated an adult literacy program using volunteers from retired Wagoner Public Schools classroom teachers. Wagoner Public Schools is collaborating with this program by sharing NovaNet , a district-purchased software program which provides credit recovery for drop-outs and remediation in language arts/reading subjects. Wagoner Public Schools also shares reading materials and expertise of our district Reading Specialists with consulting services with the Wagoner Public Library literacy volunteers. Our technology department also assists the Wagoner Public Library's Literacy Program by providing consulting services for their assessment of technology needs for the library's literacy program. Wagoner Public Schools also houses a G.E.D. at William R. Teague Elementary, taught by the school principal, William R. Teague. The district provides facilities, computers, and other materials, including reading materials for this important community outreach effort.

## **XII. Accountability Measures (Evaluation)**

Surveys will be utilized to encourage program integrity and program direction.

State mandated testing will be utilized to determine if students are meeting State Academic Standards.

Computer literacy tests will be used at the Middle and High School grades to determine the students' proficiency in technology skills, and to place them in the proper computer literacy courses.

## **XIII. Supporting Resources**

- a. Customer support and technician will support any software and hardware crisis.
- b. Software support for SASIxp , Success Maker, Follet, Parent Access, and Winsnap is paid for from the district local funds.
- c. Online support for IGPRO and online grade book is paid for from district local funds.

- d. Wagoner Public Schools has made a commitment to ensure that Technology-Based Instruction is a part of the total learning experience of Wagoner Public Schools.



---

Janice G. Aldridge  
Superintendent



---

John Aldridge  
Technology Director

**FedEx** US Airbill  
Express

FedEx Tracking Number 8613 7914 3446

**1 From** This portion can be removed for Recipient's records.

Date 5-18-07 FedEx Tracking Number 861379143446

Sender's Name UNITED PUBLIC UNIONS Phone 918 485 1800

Company UNITED PUBLIC UNIONS

Address 11111 HERNDEN ST

City OKLAHOMA State OK ZIP 73107

RECIPIENT: PEEL HERE

**2 Your Internal Billing Reference**

**3 To**

Recipient's Name UNITED PUBLIC UNIONS Phone 918 485 1800

Company UNITED PUBLIC UNIONS COMMISSION

Recipient's Address OFFICE OF THE SECRETARY

We cannot deliver to P.O. boxes or P.O. ZIP codes. Dept./Floor/Suite/Room

Address 11111 HERNDEN DRIVE

To request a package be held at a specific FedEx location, print FedEx address here.

City SPRING HILLS State AL ZIP 35293



8613 7914 3446

RECEIVED & INSPECTED  
MAY 21 2007  
FCC - MAILROOM

**4a Express Package**

FedEx Priority Overnight  
Next business morning\*\* Friday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

FedEx 2Day  
Second business day\*\* Thursday shipments will be delivered on Monday unless SATURDAY Delivery is selected. FedEx Envelope rate not available. Minimum charge: One-pc.

**4b Express Freight Service**

FedEx 1Day Freight\*\*  
Next business day\*\* Friday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

Call for Confirmation:

FedEx 2Day Freight  
Second business day\*\* Thursday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

**5 Packaging**

FedEx Envelope\*

FedEx Pak\*  
Includes FedEx Small Pak, FedEx Large Pak, and FedEx Sturdy Pak.

FedEx Box

FedEx Tube

Other  
\* Declared value limit \$500.

**6 Special Handling**

SATURDAY Delivery  
Not available for FedEx Standard Overnight, FedEx First Overnight, FedEx Express Saver, or FedEx 2Day Freight.

HOLD Weekday at FedEx Location  
Not available for FedEx First Overnight.

HOLD Saturday at FedEx Location  
Available ONLY for FedEx Priority Overnight and FedEx 2Day to select locations.

Does this shipment contain dangerous goods? One box must be checked.

No

Yes  
As per attached Shipper's Declaration.

Yes  
Shipper's Declaration not required.

Dry Ice  
Dry Ice, 5 UN 1845 x \_\_\_\_\_ by

Cargo Aircraft Only

**7 Payment** Bill to:

Enter FedEx Acct. No. or Credit Card No. below.

Obtain Recip. Acct. No.

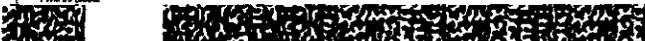
Sender  
Acct. No. in Section 1 will be billed.

Recipient

Third Party

Credit Card

Cash/Check



Total Packages

Total Weight



Credit Card Auth.

Our liability is limited to \$100 unless you declare a higher value. See the current FedEx Service Guide for details.

**8 Residential Delivery Signature Options**

If you require a signature, check Direct or Indirect.

No Signature Required  
Package may be left without obtaining a signature for delivery.

Direct Signature  
Someone at recipient's address may sign for delivery. Fee applies.

Indirect Signature  
If no one is available at recipient's address, someone at a neighboring address may sign for delivery. Fee applies.

519

Rev. Date 10/06/Part #158279 © 1994-2006 FedEx-PRINTED IN U.S.A.-S&F

fedex.com 1.800.GoFedEx 1.800.463.3339

Inse  
airb  
he

FEDEX CURT 1800463339