

September 29, 2011

Received & Inspected

OCT - 6 2011

FCC Mail Room

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

**Reference: CC Docket No. 02-6 - Request for Review**

Appellant Name	West Oak Lane Charter School
Billed Entity Number	209890
Contact Person	Yolonda Edwards
Contact Mailing Address	7115 Stenton Ave, Philadelphia PA 19138
Contact Phone No.	215-927-7995 x 162
Contact Fax No.	215-927-7980
Contact Email Address	<a href="mailto:yedwards@wolcs.org">yedwards@wolcs.org</a>
Form 471 Application #	762149
Form 486 Number	853130
Funding Request Number	2064086
Letter Appealed	Form 486 Notification Letter for Funding Year 2010
Exact Text Appealed	Service Start Date: 04/12/2011 and Adjusted Funding Commitment: \$7,520.00

Dear Ms. Dortch:

I am writing this letter to appeal the decision of USAC on Form 486 Notification Letter for funding year 2010, dated August 24, 2011 regarding the Service Start Date and Adjusted Funding Commitment referenced above.

The Administrative Authorities of West Oak Lane Charter School were not informed about the Form 486 missing deadline until August 2011 due to inaccurate communication between the then I.T. Director and the School Authorities. In his email report to the CEO (Dr. Peoples-Lee) on May 16, 2011 ( report attached) the Director, who was the Contact Person for the E-Rate Funding, inaccurately reported that the next step after getting approval for a Service Substitution was to wait for a PIA review.

The I.T. Director did not inform the School Authorities regarding deadlines for the Form 486.

The I.T. Director was separated from the organization in June 2011 and a Network Technician was hired in July 2011 to assume some of his responsibilities. After going through the E-Rate Documentation the following key notes regarding the referenced application were discovered:

1. A Form 471 was filed on February 28, 2010 for Internet Services with Broadview Networks (SPIN 143008617) as the Service Provider. The Funding Commitment Request was \$31,140.00.
2. A Form 471 Receipt Acknowledgement Letter dated 03/03/2010 was received from USAC for Application Number 762149 and received on 03/09/2010.

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3. A Funding Commitment Decision Letter for the Application Number 762149 dated 08/17/2010 was received on August 24, 2010 for an approved amount of \$31,140.00.
4. An Urgent Reminder letter from USAC for the Application Number 762149 dated 01/24/2011 was found in the I.T. Director's E-Rate binder.
5. The Service Provider on Application Number 762149 - Broadview Networks defaulted on the contract signed with them on 02/18/2010 and had sub-contracted the Internet Service to a third Party – Verizon Business Global LLC who had been providing the service throughout the contract period.
6. On May 11, 2011 after consulting with the Pennsylvania E-Rate Coordinator, The School filed for a simultaneous request for a service substitution and a change in Service Provider. The request was approved for an adjusted Funding Commitment Decision of \$27,680 and the Service Provider was changed from Broadview Networks to Verizon Business Global (SPIN 143001197)

The School Authorities were made aware of the missing deadline for filing Form 486 the first week of August 2011. This mistake was quickly addressed and a Form 486 was filed on August 5, 2011.

The Appellant have received and paid the Service Provider, Verizon Business Global - for the agreed services for FY2010 funding period (see attached summary check register for payments made out to Verizon totaling \$29,336.08). The payment was made in anticipation that the School will be reimbursed in order to meet other financial obligations. The Appellant is currently undertaking a new construction project that has placed a big drain on the School's financial resources and the support from the FCC is greatly appreciated

Based on the fact that the services for the approved amount have been used and the School Authorities were uninformed regarding the filing status of Form 486 until August 2011 we humbly appeal to the FCC to reconsider USAC's adjusted funding commitment for FRN 2064086 and adjust the Service Start Date back to July 1<sup>st</sup>, 2010.

The School Authorities have taken the necessary steps to avoid such mistake in the future by changing the contact person for the E-Rate Funding and registering two of our staff members for E-Rate training in November 2011.

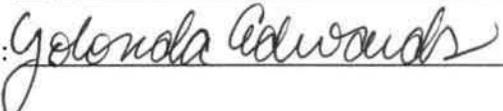
If more information is required, please do inform us so that we can supply you with the same.

Thank you

Yolonda Edwards

Name of Authorized Person: Yolonda Edwards

Title of Authorized Person: Director of Compliance, Information Systems and Technology

Signature of Authorized Person: 

### **This will serve as the current ERATE update for Monday 5/16/2011:**

1. Sent required forms for Vendor change from Broadview to Verizon. This is for Internet Access and was approved P1 funding from Erate funding year 2010. Dr. Lee signed Verizon contract for a dedicated 40mb/sec Ethernet Internet Line. Generally service begins 60 days from signed contract. Contract was signed by Dr. Lee on Friday 5/13/2011. The Internet circuit will replace the current T1 line in the SERVER ROOM in the main building. Then a Fiber Optic Line must be run from the Server Room (Main Building) to the New Building so the new building will have Internet Access.
2. The next step is to wait for PIA review. The Program Integrity Assurance review is a detailed application review conducted by PIA staff in Whippany, New Jersey. Inquiries from PIA reviewers generally involve requests for clarification and/or additional documentation on product or applicant eligibility, discount rate calculations, non-instructional facility validation, etc. These are serious inquiries that must be addressed in a timely fashion. PIA inquiries typically provide 14-day deadlines for responses. PIA review is often a multi-step process. A reviewer may request additional data once he/she (or a higher-level review team) has reviewed an initial response, or may initiate a second request on an entirely different application issue.

### **FUNDING REQUEST APPROVALS:**

1. *Verizon has already been approved and can begin 60 days after signed contract. Contract was signed 5/13/2011 and this was for P1 funding for the 2010 Erate funding year.*

#### **Q: How long will it take USAC to approve funding for P1 Services for 2011 funding year?**

- a. Our P1 requests include Web hosting (Glickman) and Telephone access (Outside WOLCS access--Long Distance, etc.)

**Answer:** USAC does not release definitive time lines of funding but P1 is always approved before P2 funding. The earliest could be before 7/1/2011 (When the funding year begins) but can be as late as 4-6 months after the 471 ( 3/24/2011) filing window closes.

#### **Q: How long will it take USAC to approve funding for P2 Services?**

- a. Our P2 requests include Internet wiring ports (Logan), Phone wiring jacks (Logan), Phone PBX Switch (U-com), Distance Learning (U-Com), Servers (Logan), Switches (Logan), Wireless Access Ports (Logan), Server Software ( Logan ), UPS Units for Servers ( Logan), etc.

**Answer:** As early as August 2011 but as late as sometime in 2012.

#### **Q: Can vendors start working before USAC approves our Funding Requests for 2011?**

**Answer:** "if you have work done before you receive E-rate funding, you'll have to pay for the services in full and then after you're funded, you will submit a Form 472 BEAR to seek reimbursement from USAC."

Q: Does West Oak Lane Charter School need any services completed before funding requests are approved and if so, what are they?

**Answer:** Yes, Immediately after the new building has a roof and electrical people can start, then Logan must install the Internet Cables and ports and the telephone wiring and jacks. Also, Switches must be installed ( Logan) in the new building so the new building has live Internet ports and then a Fiber Optic cable ( Logan) must be run from the Main Building Server Room to The New Building to connect the Local Area Network. I would also advise installing the wireless access ports as then go in various parts of the building on the ceilings. The new PBX switch ( U-COM) can wait till approval as U-COM has said that the current switch will accommodate more users with a new module. The NEW SERVERS can wait till funding approval as the current network can still run off the existing servers.

**\*\*\*New Phones will have to be purchased for the new building if the Annex and Transition building are not transferred in time for the move in of the NEW Building. Also, there are some new rooms so some new phones will still have to be purchased. They are NOT covered under ERATE. \*\*\***

**West Oak Lane Charter School  
Check Register**

Date	Vendor	Check No	Amount	Cleared
	<b>Bank: Fulton - Operating - Fulton Bank</b>			
		Account No: 362345684		
03/04/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	10034 ✓	2,452.06	03/31/2011
04/01/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	10121 ✓	2,452.93	04/30/2011
04/26/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	10179 ✓	2,447.22	05/31/2011
06/02/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	10282 ✓	2,446.42	06/30/2011
06/24/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	10370 ✓	2,447.22	07/31/2011
	<b>Total:</b>		<u><b>12,245.85</b></u>	

## West Oak Lane Charter School Check Register

Date	Vendor	Check No	Amount	Cleared
	<b>Bank: Operating Wachovia - Wachovia Bank, NA</b>	Account No: 2000018406762		
07/30/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	6657 ✓	2,448.39	08/31/2010
09/10/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	6795 ✓	2,448.39	09/30/2010
10/01/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	6855 ✓	2,448.39	10/31/2010
11/05/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	6940 ✓	2,431.00	11/30/2010
11/26/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	6991 ✓	2,431.00	12/31/2010
12/17/2010	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	7060 ✓	2,431.00	12/31/2010
02/04/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	7168 ✓	2,452.06	02/28/2011
03/04/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	<del>7278</del>	2,452.06	03/31/2011
03/04/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	Voided - 7246	0.00	03/31/2011
03/04/2011	VERIZON BUSINESS--VERIZON BUSINESS #Y2612554	Voided <del>7278</del>	(2,452.06)	03/31/2011
		<b>Total:</b>	<u>17,090.23</u>	