



OKLAHOMA STATE
DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: Superintendents and Special Education Directors

FROM: Sherri Coats, Program Director, Special Education Services

DATE: July 1, 2025

SUBJECT: Project 613: Special Education Professional Development

The Oklahoma State Department of Education – Office of Special Education Services (OSDE-SES) has implemented Project 613 to increase staff participation; both in special education and general education, for professional development that improves outcomes for students with disabilities.

The purpose of this project is to reimburse districts for substitute pay, registration fees, and travel expenses associated with attending the professional development opportunities allowable under this project.

This project does not have a pre-allocated budget, nor an application due date. Please refer to our website for a list of approved professional development trainings and the allowable expenses associated with each training. Districts must complete an online application through the Grants Management System (GMS). Districts will need to submit an online Expenditure Report through the GMS for reimbursement.

If you have questions pertaining to Project 613, please contact your finance specialist:

- Abby Johnson, abby.johnson@sde.ok.gov
- Mitchell Kern, mitchell.kern@sde.ok.gov
- Carole Tomlin, carole.tomlin@sde.ok.gov
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