Office of Title Services (OTS)

Office Hours

October 22, 2026

OKLAHOMA Education

Topics

- Upcoming Reminders
- Annual October Student Count Survey (Neglected and Delinquent)
- Importance of Monthly Claim Submission
- Instructional Support Staff (Paraprofessionals) Reminder
- ESEA Program Participation Information

Due Date Communication

Title Services

- November 13 - Annual October Student Count Survey for Students Identified as Neglected and/or Delinquent
- November 13 - FY27 ESEA Grant Performance Review Application Due (assigned districts)
- September 30 - 2nd Year Carryover Obligation Due Date - If the district has unexpended FY2025 funds, ensure these funds are obligated by September 30, 2026.
- September 30 - Submit Comprehensive District Academic Plan (CDAP) with the ESEA Consolidated Budget Application
- September 30 - ESEA Consolidated Budget Application Due (Now Available in GMS)

Special Education

- Please allow us to clarify a miscommunication. The Special Education Finance Workshops are NOT required. Thank you.
- REMINDER: Our finance workshops begin tomorrow. If you have not yet signed up to attend a workshop see the Internal Informational Bulletin in EdPlan for dates and locations.

School Support & Improvement

DUE DATES:
September 30, 2026 - FY25 Carryover Encumbrance Due (PO in place)
October 15, 2026- CIP, GAP and Budget Due
December 1, 2026 - FY25 Final Claim Submission Due

Check out the School Support page (https://oklahoma.gov/education/services/school-support/budgets-and-claims.html) for a list of FY27 Funding Priorities and a Quick Coding Reference.

Expanded Learning

Fiscal Dates to Remember:
June 1 - Last day to submit a claim in payable form for reimbursement by June 30
June 1 - Annual Report Due in GMS
June 30 - Last day to make budget amendments for Fiscal Year
June 30 - Last day to encumber funds for the Fiscal Year
August 1 - Last date to submit a claim for the Fiscal Year
September 1 - Deadline to complete Fiscal Year closeout

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Due Date Communication



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ESEA Consolidated Budget Application

- **85%** of the ESEA Consolidated Budget Applications have been accepted.

Title I Excess Carryover Closeout Report Due

- The 9/30 Closeout Report is due **Monday, November 2, 2026**.

ESEA Grant Performance Review Due

- For those district's participating in the FY27 ESEA Grant Performance Review, the submission due date is **Friday, November 13, 2026.**

FY25 Unexpended Funds

- A reminder email notification was sent to districts on Tuesday, October 20, 2026.
- Submit the claim for reimbursement by **Monday, November 16, 2026.**

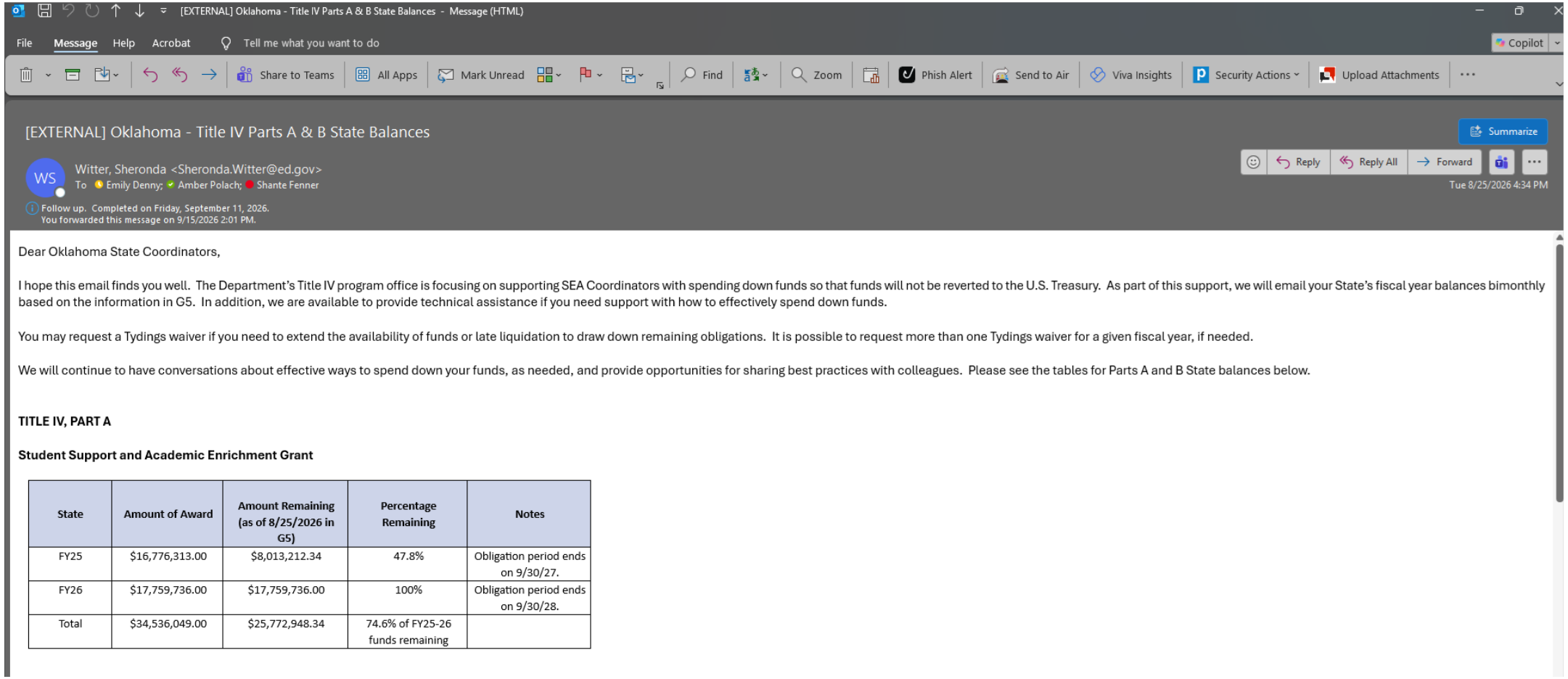
Initial Claim for Reimbursement Due

- At least **one claim** for reimbursement is due on or before **Monday, November 16, 2026.**
- Procedural due date established to comply with 2 C.F.R. 200.302(b)(6) and 2 C.F.R. 200.305(b).

Importance of Monthly Claim Submission

- The Oklahoma State Department of Education (OSDE) does not have the federal grant funds on hand at the state level.
- OSDE may only request reimbursement of funds from the United States Department of Education (USDE) **after** a district files a claim for reimbursement.
- Until a district submits a claim for reimbursement, the federal grant funds remain at the federal level.
- If the state is not submitting reimbursement requests, it gives the appearance the funds are not needed to both the federal agency and Congress.

Importance of Monthly Claim Submission



[EXTERNAL] Oklahoma - Title IV Parts A & B State Balances - Message (HTML)

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[EXTERNAL] Oklahoma - Title IV Parts A & B State Balances

Summarize

Witter, Sheronda <Sheronda.Witter@ed.gov>
To Emily Denny; Amber Polach; Shante Fenner

Reply | Reply All | Forward

Tue 8/25/2026 4:34 PM

Follow up. Completed on Friday, September 11, 2026.
You forwarded this message on 9/15/2026 2:01 PM.

Dear Oklahoma State Coordinators,

I hope this email finds you well. The Department's Title IV program office is focusing on supporting SEA Coordinators with spending down funds so that funds will not be reverted to the U.S. Treasury. As part of this support, we will email your State's fiscal year balances bimonthly based on the information in G5. In addition, we are available to provide technical assistance if you need support with how to effectively spend down funds.

You may request a Tydings waiver if you need to extend the availability of funds or late liquidation to draw down remaining obligations. It is possible to request more than one Tydings waiver for a given fiscal year, if needed.

We will continue to have conversations about effective ways to spend down your funds, as needed, and provide opportunities for sharing best practices with colleagues. Please see the tables for Parts A and B State balances below.

TITLE IV, PART A

Student Support and Academic Enrichment Grant

State	Amount of Award	Amount Remaining (as of 8/25/2026 in G5)	Percentage Remaining	Notes
FY25	$16,776,313.00	$8,013,212.34	47.8%	Obligation period ends on 9/30/27.
FY26	$17,759,736.00	$17,759,736.00	100%	Obligation period ends on 9/30/28.
Total	$34,536,049.00	$25,772,948.34	74.6% of FY25-26 funds remaining	

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Importance of Monthly Claim Submission

All payments resulting from claims for reimbursement follow the process below.

1. OSDE Program Office (Office of Title Services)
2. OSDE Fiscal Office (Office of the Comptroller)
3. State Fiscal Office (separate state agency) Office of Management and Enterprise Services (OMES)

Annual October Student Count Survey

- Survey is for students in **residential facilities** identified as neglected or delinquent.
- OTS recommends both the district and facility review and understand the eligibility requirements for both the count **and** services.
- OTS recommends the district and the facility use a blank calendar for the month of October and record the eligible student count each day.

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Annual October Student Count Survey

- The day in October with the **highest number** of **eligible students** will be the student count submitted on the survey for each facility.
- The survey is due to the Office of Title Services (OTS) on **Friday, November 13, 2026.**

Annual October Student Count Survey

- The link below is for the local educational agencies (LEAs).

Neglected and Delinquent Programs Local Educational Agencies (LEA) Annual October Count Survey

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Annual October Student Count Survey

- The link below is for state agencies.

  Title I, Part D, Subpart 1: State Agency (SA) Annual October Count Survey

Instructional Support Staff Reminders

A paraprofessional covered under 34 CFR §200.58 may perform the following **instructional support** duties:

- One-on-one tutoring for eligible students if the tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher.
- Assisting in classroom management.
- Assisting in computer instruction.

Instructional Support Staff Reminders

- Providing **instructional support** in a library or media center. (Review the DUTIES of the position)
- Providing instructional support services.

Instructional Support Staff Reminders

413* **Paraprofessional/Teacher Assistant (S).** An employee working within a classroom setting, but whose position does not require additional qualifications under federal and state law due to site placement, funding source, or non-instructional duties performed. Cannot be used in a SPECIAL ED setting. Non-Title I School.

414* **Paraprofessional (Tier I) (S).** An employee of a school district whose position is instructional in nature, or who delivers other direct services to students and/or their parents, for which a certified teacher or other professional has the ultimate responsibility for the design, implementation, and evaluation of the individual educational programs or related services and student performance. Individuals must meet requirements established by federal and state law to be authorized to serve as public school paraprofessionals in **Title I Schools**. The State Board of Education is also authorized to issue provisional teaching certification to a qualifying individual with a paraprofessional credential and relevant experience serving as a paraprofessional.

Instructional Support Staff reminders

- Library/media center aides coded 410 or 411 should **not** be providing instructional support.

> **410*** **Library Aide (S).** Assists in the maintenance and operation of a library by aiding in the selection, ordering, cataloging, processing, and circulation of all media.
>
> **411*** **Media Center Aide (S).** Assists in the maintenance and operation of a media center by serving as a specialist in the organization and use of all teaching and learning resources, including hardware, content material, and services.

- If library/media center aides are providing instructional support, then it is recommended the individual should be coded 414.
- Regardless of the job code if the employee is providing instructional support the individual **must meet the paraprofessional requirements**.

FY27 ESEA Program Participation

Grant Program	Number of Districts Receiving Funds	Number of Districts Transferring Funds Out of the Program	Number of Districts Operating the Program
Title I, Part A	539	Not Applicable	539
Title I, Part A Neglected	31	0	0
Title I, Part C	1	0	1
Title I, Part D, Subpart 2	17	0	17
Title I, Part D, Subpart 1	2 State Agencies	0	2 State Agencies

FY27 ESEA Program Participation

Grant Program	Number of Districts Receiving Funds	Number of Districts Transferring Funds Out of the Program	Number of Districts Operating the Program
Title II, Part A	539	409	130
Title III, Part A English Learners	101 (includes 8 consortia)	0	101
Title III, Part A Immigrant	23	0	23
Title IV, Part A	539	397	142

FY27 ESEA Program Participation

Grant Program	Number of Districts Receiving Funds	Number of Districts Transferring Funds Out of the Program	Number of Districts Operating the Program
Title V, Part B Rural Low Income	221	Not Applicable	221
Title IX, Part A	28	Not Applicable	Not Applicable

FY27 ESEA Program Participation – Nonpublic School Partners

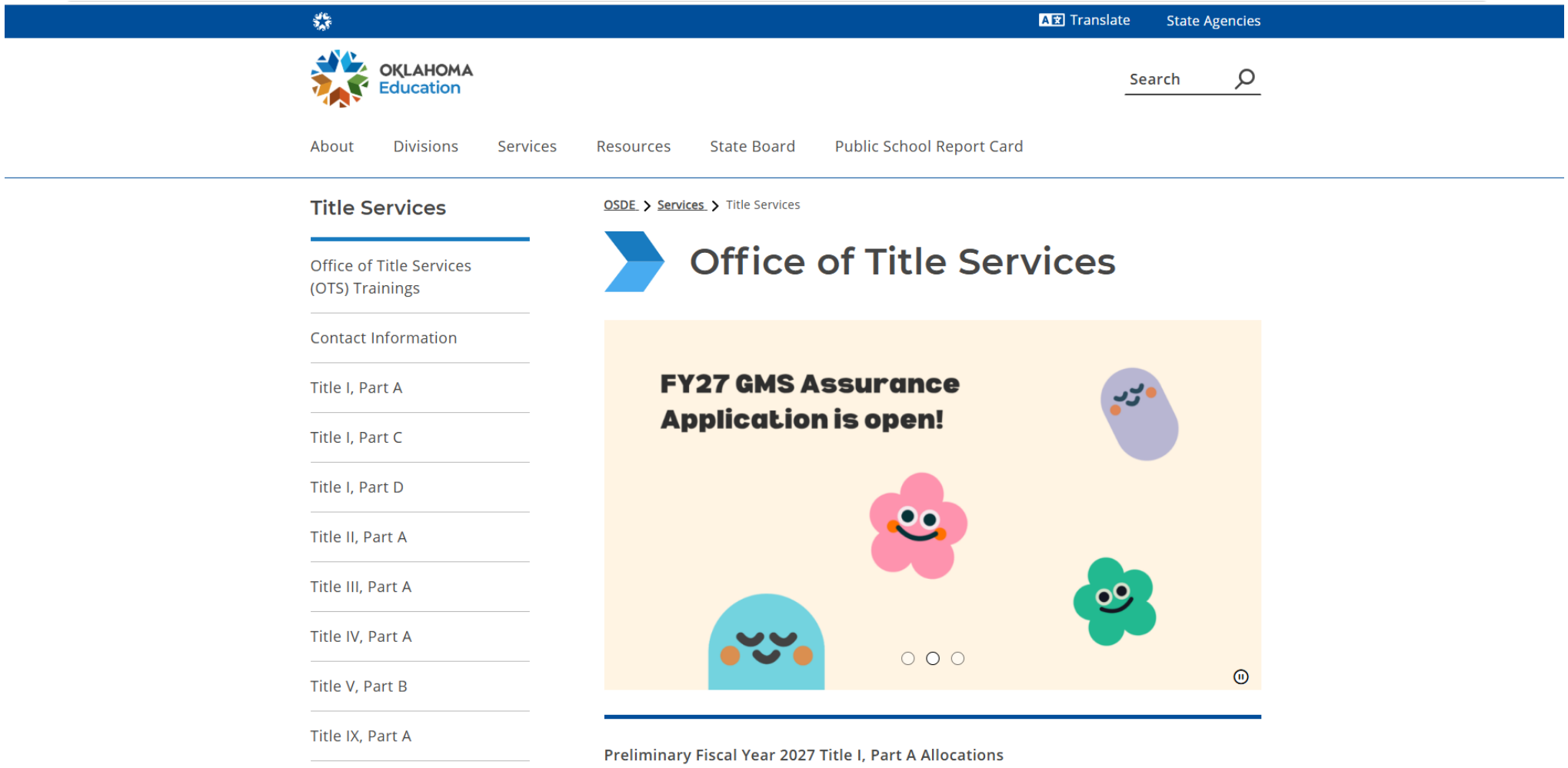
There are 33 districts serving 108 nonpublic school partners.

Grant Program	Participating Nonpublic School Students
Title I, Part A	1647
Title II, Part A	23606
Title III, Part A English Learners	181
Title III, Part A Immigrant	20
Title IV, Part A	19354

FY27 ESEA Program Participation

Flexibility Program	Number of Districts Participating
Title V, Part B Alternate Fund Use Authority (AFUA)	34
Schoolwide Consolidation of Funds (site level)	19
Consolidated Administrative Costs (CAC)	11

Office of Title Services (OTS) Webpage



OKLAHOMA Education

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