Office of Title Services (OTS)

Office Hours

October 29, 2026

OKLAHOMA Education

Topics

- Upcoming Reminders
- Annual October Student Count Survey (Neglected and Delinquent)
- School Personnel Records (SPR)

Cancellation - Office Hours Sessions

- Thursday, **November 26**, 2026 – No Office Hours Session
- Thursday, **December 3**, 2026 – No Office Hours Session

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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Professional Training Opportunity

Oklahoma Charter School Conference November 4-5, 2026

ESEA Title Programs That Deliver: Leveraging State Support for Student Success @ 9:00 a.m.

Kimberley Murphy, Project Manger

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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).

School Personnel Records (SPR)

- With the reduced level of detail in the ESEA Consolidated Budget Application the Office of Title Services (OTS) is relying on the data in the ESEA Claims for Reimbursement to match the data in School Personnel Records (SPR).
- Verify **project code** for the funding source.
- Verify **job class code**.

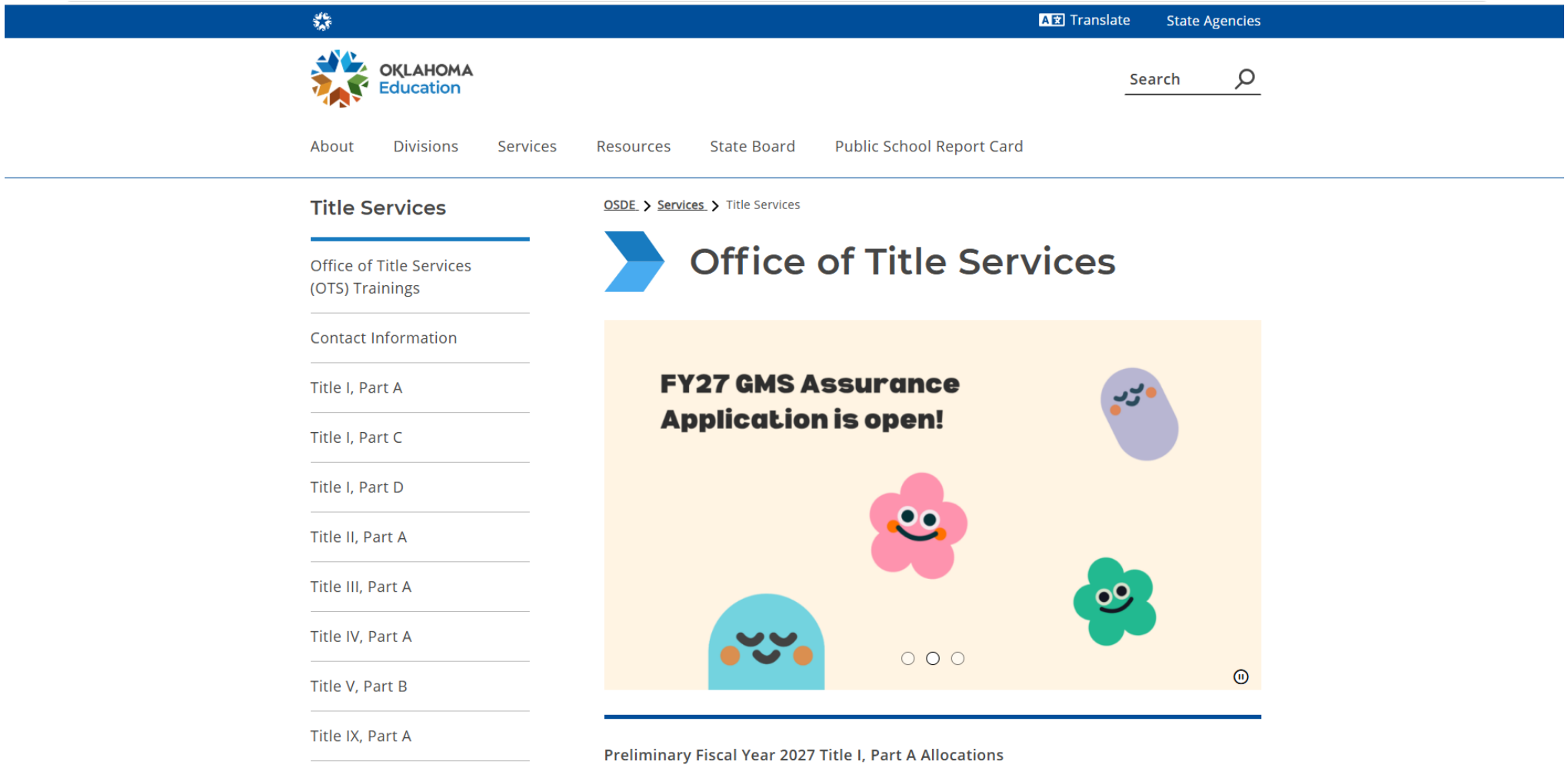
School Personnel Records (SPR)

SPR Calendar

Date	Description
Tuesday, September 1, 2026	Initial Reports Open
Thursday, October 15, 2026	Initial Reports Due
Monday, November 16, 2026	District Salary Schedules Due
Friday, January 1, 2027	Midyear Reports Open
Monday, February 1, 2027	Midyear Reports Due
Tuesday, June 1, 2027	End-of-Year Reports Open
Thursday, July 15, 2027	End-of-Year Reports Due

School Personnel Records (SPR)

Office of Title Services (OTS) Webpage



OKLAHOMA Education

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