

Office of Title Services (OTS)

Office Hours

July 30, 2026



OKLAHOMA
Education



Topics

- Communication Methods
- Due Dates
- Purpose of the Office of Title Services (OTS)
- Introduction to the OTS Staff
- Vision – Transition in FY27
- ESEA Consolidated Application
- ESEA Grant Performance Review

Due Date Communication

eGrant Management - MTW So

osde.mtwgms.org/OSDEGMSWebv02/StaticPages/MenuList.aspx

OKLAHOMA
State Department of Education

Sign Out

Menu List

Select GMS Access/Select for Grant Applications

Administrative
Administrative Web Pages
GMS Administration Web
Payment Administration
Reports

GMS Access / Select
Funded Applications
Non-Funded Data Collections

Title Services

- Next OTS Office Hours - January 15, 2026 at 10:00 a.m. Email amber.polach@sde.ok.gov for an invitation.
- Submit Monthly Claims for Reimbursement - 2 C.F.R. 200.305(b)
- Calculate Maintenance of Effort (MOE) - Check compliance with ESEA Section 8019 by using the formula in the OCAS Manual.
- December claims for reimbursement must be dated through December 31st.

Special Education

District FY25 Special Education MOE data report is now available. All districts must update their FY26 LEA Agreement, MOE tab, with correct data for FY25. Districts can view their data through the link provided within their LEA Agreement, MOE tab. This update must be completed by January 30. If assistance is needed, please contact your finance specialist.

School Support & Improvement
No notifications found.

Expanded Learning
No notifications found.

Competitive
No notifications found.

Student Development
No notifications found.

Due Date Communication



From OSDE Communications

Educators will now receive important updates from the Oklahoma State Department of Education through a **bi-weekly communication**. This change from our previous monthly format ensures that all information is shared efficiently and consistently, while continuing to provide clear, accessible updates in one central place.

For additional details or items not included in this memo, educators are encouraged to visit the Oklahoma Department of Education Website, where comprehensive and up-to-date resources remain available.

[Oklahoma Department of Education Website](#)

Office Hours – New Series

- A new series of Office of Title Services (OTS) Office Hours sessions will begin on **Thursday, July 30, 2026**. The time of the session will be moved to 12:30 p.m.
- All attendees will need to register once using the link below. A confirmation email for the entire series will be sent. Please save the confirmation email as you will use the same link to access each session in the series.

[Registration Link](#)

FY26 Final Claim Submission Due Date

- OAC 210:25-3-7 (12) reads in part that computer generated Record and Report of School District Expenditure forms requesting reimbursement against any federal program section of the State Department of Education must be received or postmarked on or before **August 1**.
- The Joint Federal Claims Procedures reads - Deadlines that fall on a weekend or national holiday will be moved to the next business day.

FY26 Final Claim Submission Due Date

- The Oklahoma State Department of Education's General Counsel reviewed both statements and determined that federal program offices may accept claims through **11:59 p.m. on Monday, August 3rd**.

FY26 Closeout Submission Due Date

- September 1st
- Resource [document](#) available.

FY27 ESEA Grant Allocations

- Coming Soon
- Resource [document](#) is available.

FY27 ESEA Consolidated Budget Application

- Release Date is expected to be August 1, 2026
- Due Date is September 30, 2026
- A presentation on the [summary of changes](#) was provided at the CCOSA Summer Leadership Conference and the Office Hours hosted on [June 4, 2026](#).

Office of Title Services Overview

- Title I, Part A
 - Title I, Part A Neglected
 - Title I, Part C Migrant
 - Title I, Part D Delinquent
- Title II, Part A Supporting Effective Instruction
- Title III, Part A English Learners and Immigrant Students
- Title IV, Part A Student Support and Academic Enrichment
- Title V, Part B Rural Education Achievement Program
- Title IX, Part A Homeless

Office of Title Services Staff

Leadership

- Theodore Murray, Executive Director
- Tammy Smith, Senior Director
- Amber Polach, Program Director
- Kay Townsend, Project Director

Office of Title Services

Project Managers

- Debbie Pham
- Emily Denny
- Kimberley Murphy
- Kim Brentlinger

Office of Title Services

Grants Management Specialists

- Genevieve (Genny) Adkins
- Kendal Clevenger
- Kimberly (Kim) Bigham
- Kim Strain
- Lora Hyles
- Nora Neunlist

Office of Title Services

Claims Auditor

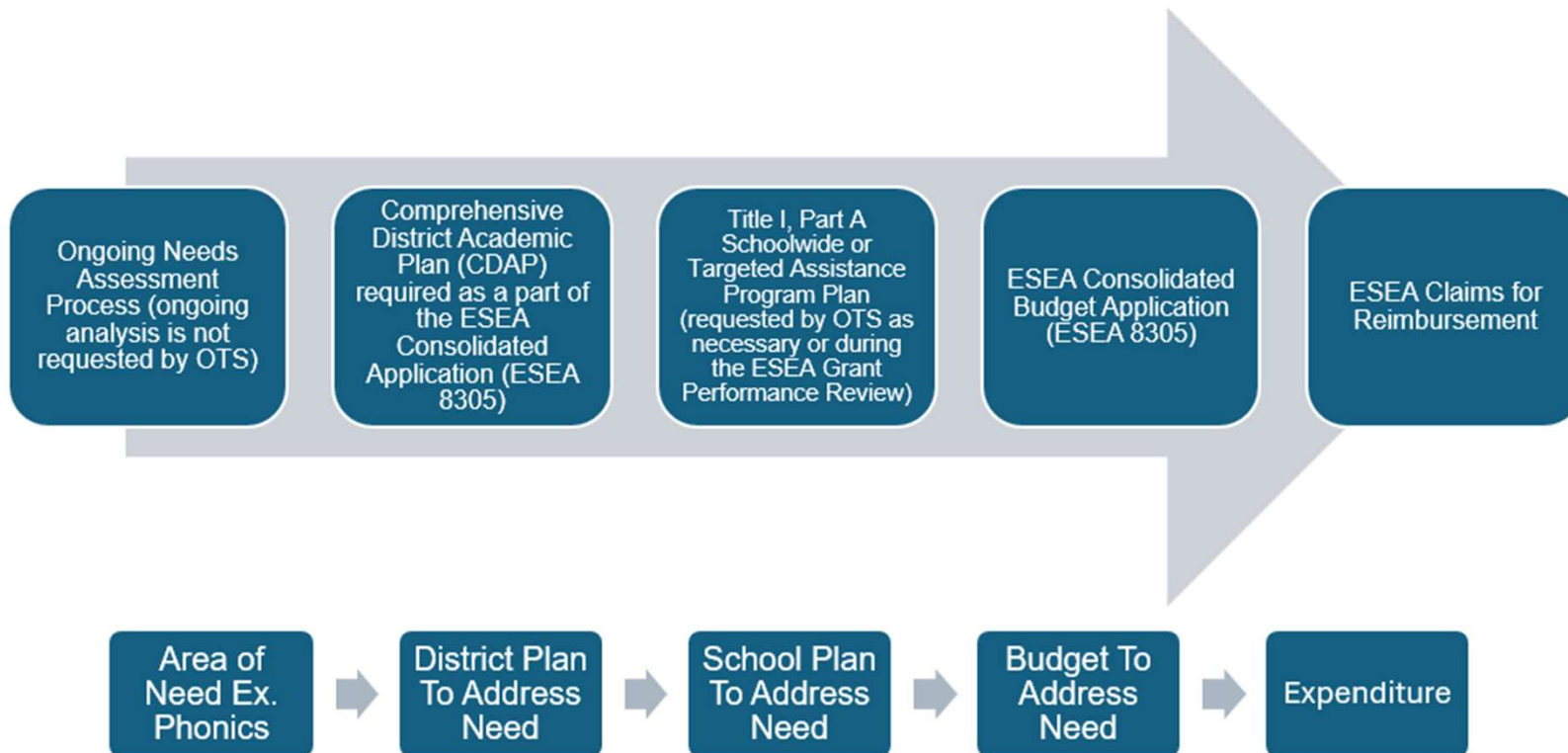
- Melba Friend

Office of Grants Development

Program Manager

- Wesley Franks

Specific - Transition Fiscal Year 2027



Comprehensive District Academic Plan (CDAP)

The plan prescribed in section 1112 of the Elementary and Secondary Education Act (ESEA) serves as the local educational agency's district level plan. Oklahoma refers to this plan as the Comprehensive District Academic Plan (CDAP). To receive Title I, Part A funds, LEAs must submit the CDAP to the Oklahoma State Department of Education (OSDE). The CDAP is submitted as a part of the ESEA Consolidated Budget Application on the Grants Management System (GMS). The CDAP outlines how the LEA will use federal funds to help disadvantaged students meet state academic standards.

Comprehensive District Academic Plan (CDAP)

[Comprehensive District Academic Plan \(CDAP\) Template](#) (docx)

[Comprehensive District Academic Plan \(CDAP\) Template with Guidance](#) (pdf)

Professional Development

Since a federal finding was issued to Oklahoma in the Consolidated Grant Performance Monitoring Report (July 2024) the Office of Title Services (OTS) has not been able to approve reimbursement payments for personnel attending professional development opportunities if they do not meet the following –

Professional Development

Is the proposed professional development for one of the following – teachers, principals, **other school leaders**, specialized instructional support personnel, or paraprofessionals?

Professional Development

The definition for "other school leaders" is found in ESEA Section 8101(44).

1. Is the school leader an employee of the elementary, secondary, district, or other entity operating an elementary or secondary school?

and

2. Is the school leader **responsible** for the **daily leadership** and **managerial operations** in the elementary or secondary school building?

Office of Title Services (OTS) Webpage

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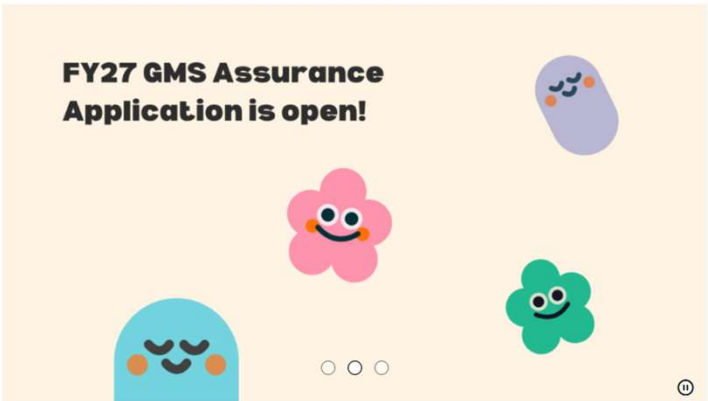
Title Services

[Office of Title Services \(OTS\) Trainings](#)[Contact Information](#)[Title I, Part A](#)[Title I, Part C](#)[Title I, Part D](#)[Title II, Part A](#)[Title III, Part A](#)[Title IV, Part A](#)[Title V, Part B](#)[Title IX, Part A](#)

[OSDE](#) > [Services](#) > Title Services



Office of Title Services



Preliminary Fiscal Year 2027 Title I, Part A Allocations

Contact Information

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Website: [Office of Title Services](#)