



October 14, 2024

To: Oklahoma State Department of Education Office of Title Services

To Whom It May Concern:

This letter serves to inform the Oklahoma State Department of Education (OSDE) that for the 2024-2025 Federal Grant Consolidated Application, Board Authorization tab, that the authorization form for Broken Arrow Public Schools is scheduled to be presented to the board of education for review, approval and signature on the schedule October 14, 2024 board meeting. Once approved and signed by the board president we will upload the signed authorization form into the Board Authorization tab in the Consolidated Application.

Thank you,

A handwritten signature in black ink that reads 'Jean Brassfield'.

Ms. Jean Brassfield  
Executive Director of Federal Programs & Assessment  
Broken Arrow Public Schools



**TO:** Oklahoma State Department of Education Office of Federal Programs

**FROM:** Jean Brassfield, Executive Director of Federal Programs

**DATE:** July 15, 2024

**SUBJECT:** Local Education Agency (LEA) Authorized Representative

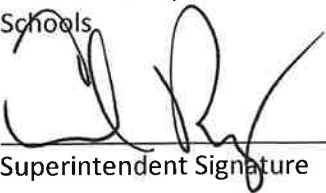
Dear Executive Director:

This letter serves to inform the Oklahoma State Department of Education (OSDE) that the following personnel (other than the superintendent) are authorized representatives to legally sign on behalf of the LEA all current fiscal year expenditures, reports, disbursements, and cash receipts filed with the OSDE for the purpose and objectives set forth in the terms and conditions of the federal awards(s). [2 CFR 200.415(a)]

Name	Title
Jean Brassfield	Executive Director of Federal Programs & Assessment
Stacie Chase	Director of Accounting/Budgets

This authorization will remain in effect until the end of the fiscal year, or at which time during the fiscal year OSDE will be notified in writing of any change. I am aware the LEAs are required to submit a new form each fiscal year in the Grants Management System.

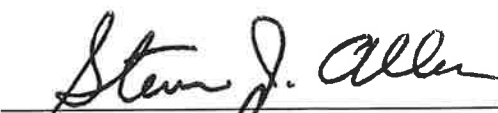
I further certify that the authorized personnel listed above are employees of Broken Arrow Public Schools.

  
 \_\_\_\_\_  
 Superintendent Signature

6/27/24  
 Date

Chuck Perry  
 Printed Name

918-259-5767  
 Contact Number

  
 \_\_\_\_\_  
 BOE President: Steve Allen

6.27.2024  
 Date