

Old Capitol Building  
PO Box 47200  
Olympia, WA 98504-7200

k12.wa.us



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

August 19, 2021

(X) Action Required

Due date: September 31

( ) Informational

## BULLETIN NO. 062-21 INFORMATION TECHNOLOGY SERVICES

TO: Educational Service District Superintendents  
School District Superintendents  
School District Business Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: E-rate Letter of Authorization and Commitment (LOAC) and  
Form 479 for Districts on K-20 Network

CONTACT: Bre Urness-Straight, Educational Technology Director  
360-725-6384, bre.urness-straight@k12.wa.us

## PURPOSE/BACKGROUND

The purpose of this bulletin is to provide an overview of the form districts on the K-20 Educational Network must complete and return to the Office of Superintendent of Public Instruction (OSPI) by September 31, to receive E-rate discounts on their annual K-20 network fee.

OSPI and K-20 apply for E-rate discounts on behalf of all K-12 schools connected to the K-20 network in order to provide these discounts to districts and meet service commitments. Attached for your signature is the **Letter of Authorization and Commitment** and the **E-rate Form 479**.

## E-rate Form 479

Your district must continue to comply with the Children's Internet Protection Act (CIPA) to take advantage of the E-rate discount ISP fees. **Form 479 certifies CIPA compliance**. Please **check Item 6a in Block 2**, which verifies CIPA compliance for the 2021 E-rate funding year (July 1, 2021 through June 30, 2022) on Form 479.

## Frequently-Asked Form 479 Questions

### What should I put for these items?

- Administrative Authority's Form Identifier: Something you make up (e.g., MyDistrict2021), or leave blank
- Name of Administrative Authority: Your district (not your name, but the district's name)
- Funding Year: 2021–22

### I filed a Form 479 last year; do I need to do it again this year?

- Yes, the Universal Service Administrative Company (USAC) requires a new signed form annually.

## K-20 Network Benefits Realized:

### Zoom Videoconferencing and DDoS Protection

As noted in the Services and Benefits for K–12 Schools described in the attached document, two special benefits should be noted. K-20 Network members can make use of Zoom desktop and mobile device-based videoconferencing solutions at no cost, or purchase Zoom licenses at deeply discounted prices from the K-20 master contract. In addition, K-20 provides a very robust Distributed Denial of Service (DDoS) mitigation device as part of the network, which protects member institutions from DDoS attacks, at no additional cost to member districts.

## Deadline: September 31

Complete, sign and return your **Letter of Authorization and Commitment** and the **E-rate Form 479** to OSPI no later than September 31. The forms must have **original signatures** and must be scanned and submitted through the online [District: Form 479 & LOAC \(2021\) form](#).

## INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Bre Urness-Straight, Educational Technology Director, at 360-664-3631 or email [bre.urness-straight@k12.wa.us](mailto:bre.urness-straight@k12.wa.us). The OSPI TTY number is 360-664-3631.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Tennille Jeffries-Simmons  
Chief of Staff

Ted Loran  
Chief Information Officer  
Information Technology Services

Bre Urness-Straight  
Educational Technology Director

BULLETIN NO. 062-21 ITS

August 19, 2021

Page 3

Educational Technology

CR:ss

*OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Equity and Civil Rights Director at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or [equity@k12.wa.us](mailto:equity@k12.wa.us).*