

**PENNSYLVANIA DEPARTMENT OF EDUCATION  
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION**

September 20, 2021

**PENN\*LINK**

TO: School District Superintendents  
School District Special Education Directors  
School District Business Managers  
Intermediate Unit Executive Directors  
Intermediate Unit Special Education Directors  
Intermediate Unit Business Managers  
Charter School Chief Executive Officers  
Charter School Special Education Directors  
Charter School Business Managers

FROM: Carole L. Clancy, Director  
Bureau of Special Education

SUBJECT: Fiscal Training, including IDEA-B, 611; and ARP Supplemental IDEA funds

The Federal Office of Special Education Programs has oversight of states' compliance with federal special education regulations and requirements. The Office of Special Education Programs has incorporated a component of its compliance monitoring verification visits to include a fiscal verification review. Some components of its fiscal verification review will include a review of the use of funds for coordinated early intervening services, maintenance of effort, and general use of federal, Individuals with Disabilities Education Act, Part B (IDEA-B), and American Rescue Plan (ARP) Supplemental IDEA funds.

To assist the local educational agencies in working with these components of the federal on-site visits, the Pennsylvania Department of Education is providing training to familiarize special education directors and business administrators with clarifying information. This training will address the following topics: IDEA -B, 611; and ARP Supplemental IDEA Fiscal Programming, Contingency Funding, ACT 16, and Approved Private School Electronic Management System.

**It is required that each school district and charter school send participants to this training.** Because the training is highlighting the fiscal program data verifications associated with the IDEA-B fiscal reporting requirements, it is strongly recommended that the participants attending this training are the special education director and business administrator. Also, if a school district or charter school contracts for business services, its contracted business representative should attend.

In-person training sessions will be held in October and early November, with dates to be announced. Virtual sessions will be scheduled and recorded in case of updated COVID travel restrictions. Registration and session information is available at <https://www.pattan.net/events/>.

Any questions regarding the fiscal training should be directed to Dr. Del Hart, Chief, Division of Analysis & Financial Reporting, at 717.772.1114 or [dehart@pa.gov](mailto:dehart@pa.gov). Any questions about registration should be directed to Karen Weaver at PaTTAN-Pittsburgh, 412-826-6842 or [kweaver@pattanpgh.net](mailto:kweaver@pattanpgh.net).

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