Arkansas Department of Education
Special Education Preschool
Budget Application Workshop

Presenters:
Donald Watkins, Administrator
Patricia Izquierdo, Finance Manager
IMPORTANT DUE DATE

SPECIAL EDUCATION BUDGET APPLICATIONS
FY 2010-11
DUE OCTOBER 1, 2010
BUDGET & ANNUAL FINANCIAL REPORT

FY 2010-11 Budget Data Pulled From 9-30-10 CYCLE 1 SUBMISSION TO APSCN

FY 2009-10 ANNUAL FINANCIAL REPORT (AFR) DATA PULLED FROM 8-31-10 CYCLE 9 SUBMISSION TO APSCN
Review Preschool Budgets to ensure that 100% of current allocation plus any unspent fund allocation from the previous year are included in the budget.

Review Preschool AFR to ensure that no Function/Object exceeds the budget by more than 10% of appropriate budget.
• Review items in COGNOS reports for all budgets and AFRs coded under Equipment as object code 67000-67999

Budgets---Submit FORMS to REQUEST APPROVAL—EQUIPMENT/ TECHNOLOGY and FACILITY CONSTRUCTION, RENOVATION, REPAIRS. (MUST cost $1,000 or more per unit item) One form per Fund/Source

Annual Financial Reports---Complete the forms REPORT FOR PURCHASE OF EQUIPMENT and CONSTRUCTION/ RENOVATION/REPAIRS of FACILITIES for STUDENTS WITH DISABILITIES PROJECTS COMPLETED for FY 2009-10. One form per Fund/Source
Submit forms by October 1, 2010
(If items are included in budget)

**EQUIPMENT & TECHNOLOGY REQUEST**

Items MUST be included in Budget and MUST be $1,000 or more per unit

**FACILITIES REQUEST—CONSTRUCTION, REPAIRS, MODERNIZATION, OR RENOVATION**

Attach Brief Description, Building Specifications to and approval from the Division of Facilities & Transportation. Project must be included in Budget

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**REQUEST FOR PURCHASE OF EQUIPMENT**

for

STUDENTS WITH DISABILITIES

The **SCHOOL DISTRICT** : **LEA #** request approval to purchase the equipment/technology listed below utilizing the funding source **CIRCLED** to purchase the items.

(CIRCLE one)

_____ VI-B  _____ Federal Preschool  _____ ARRA VI-B  _____ State Preschool

_____ Medicaid  _____ State Preschool  _____ ARRA Preschool  _____ OTHER

---

**COMPLETE ONE FORM PER FUND/SOURCE****

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>FUNCTION</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT PRICE</th>
<th>EXTENDED PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

We certify that the equipment/technology listed above will be used to provide special education and related services to students with disabilities.

Special Education Supervisor's Signature

Date

Superintendent's Signature

Date

NOTE: Equipment/technology items must cost at least $1,000 and meet the criteria listed in the APSRN Financial Accounting Manual. Use a separate sheet for each funding source, the total amount expended for each sheet must equal the total amount spent for the funding source indicated above.

ADE USE ONLY

Each item listed above, with the exception of item (s) __________________ is approved. These items are to be purchased utilizing the source of funds indicated by each equipment item. This approval is based on the purchase of this equipment to provide special education and related services to students with disabilities. All assurance in the ARRA and the IDEA Title VI-B Consolidated applications apply to this approval.

ADE SPECIAL ED OFFICIAL

Date
Completed by OCTOBER 1, 2010

• Complete Budget Signature Sheets
  Statement of Intent
  Assurances & Agreements
  ED 80-0013- Certification of Lobbying

• Special Education Budget Checklist
HOW TO CODE ACCRUED ARRA-IDEA PRESCHOOL REVENUE FOR JUNE

Accrued revenue that ESCs/Districts are going to be faced with in June for ARRA-IDEA PRESCHOOL (F/SoF 6723) federal funds due to the “REIMBURSEMENT” approach for sending their federal funds for this program.

If the ESC/District had a negative balance of $10,000 for ARRA-IDEA Preschool funds on the board report on June 30, the correct entry is:

Debit 6723- 01220 (ARRA Revenue Receivable) $10,000
Credit 6723- 45622 (ARRA-IDEA Preschool Revenue) $10,000

On or after July 1, 2010, the correct entry is:

Debit 6723- 45622 (ARRA-IDEA Preschool Revenue) $10,000
Credit 6723- 01220 (ARRA Revenue Receivable) $10,000

Then when the money is received in July, it is receipted as normal with a CR to revenue and a DR to cash. This is the preferred method by ADE and Audit.

Debit 6723-01000 (CASH) $10,000
Credit  6723- 45622 (ARRA-IDEA Preschool Revenue) $10,000
SPECIAL EDUCATION WEBSITE

www.arksped.k12.ar.us

- Homepage
- MYSPED Resource (check often)
- Commissioner’s Memos
- Resource Compendium
- Special Education approval status look-up
- Special Education Data Sheets
Special Education

Support | Finance | Personnel | Students | Exit

 Catastrophic Occurrences Registry
IEP-2008
Extended School Year
Sample Time Certification Form
Finance: Kindergarten
Finance: Early Childhood
Finance: Head Start
Finance: Amendment Form 10
Residential Placement
Budget: Subline Sheets

Name of Public Agency
LEA Number

Street Address or Mailing Address
City Zip

Name of Contact Person Regarding This Application
Phone Number

E-mail Address (type or print legibly)

STATEMENT OF INTENT
Reports Available in District/ESC MySPED

FY 2010-11 Budget Data Pulled From 9-30-10 CYCLE 1 SUBMISSION TO APSCN
FY 2009-10 ANNUAL FINANCIAL REPORT (AFR) DATA PULLED FROM 8-31-10 CYCLE 9 SUBMISSION TO APSCN

REPORTS AVAILABLE FOR BOTH AFR & BUDGET

- VI-B Budget & Annual Financial Reports
- State/Local Budget & Annual Financial Reports
- State/Local MOE Set-Aside Budget & Annual Financial Reports
- Medicaid Budget & Annual Financial Reports
- Early Childhood –Federal Budget & AFR
- Early Childhood –State Budget & AFR
- ARRA-IDEA Budget & Annual Financial Reports
- ARRA-IDEA CEIS Budget & Annual Financial Reports
- ARRA-IDEA Preschool Budget & Annual Financial Reports
EXTENDED SCHOOL YEAR SERVICES

- ONE PAYMENT WILL BE MADE IN OCTOBER, 2010, for services from the end of the 2009-2010 School Year through the start of the 2010-2011 School Year.

- Funding will be $74 per day per child served.

- ESY revenue must be coded to Fund/Source 2244 and revenue code 32314.

- ESY expenditures must be coded to Fund/Source 1244 or 2244 and Program code 200.

- **ACT 1006 of 2007**
  Requires tracking of expenditures for:

  Special Education services (Source of Funds 244)
MEDICAID
WWW.ARMIITS.ORG

- Budget Cash-on Hand and Projected Funds

- Funds can be carried over into subsequent years

- Arkansas Medicaid Administrative Claiming (ARMAC)

- MEDICAID/ARMAC Questions??
  Contact: Tony Boaz at 1-501-375-6487
  Tony.Boaz@arkansas.gov
Time Certification

- Time certification forms are required for all Federal employees:

  - Full-time federal employees require certification forms to be completed two times per year.

  - Employees who work in more than one federal program or work part-time in a federal program and part in state, local or other programs require time certification forms to be completed each month the employee works.
**Time Certification Form**

This is to certify that the following individual's) worked 100% of his/her time during the last six months from July 1, 2008 to December 31, 2008 in a program that was funded by Title VI-B.

<table>
<thead>
<tr>
<th>Position</th>
<th>Printed Name</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Education Teacher</td>
<td>DOE, JANE</td>
<td></td>
</tr>
</tbody>
</table>

I have full knowledge of 100% of these activities as the supervisor.

---

**Sample Time Certification Record**

The form below is an example of a teacher employed and paid .29.

<table>
<thead>
<tr>
<th>Name of Employee:</th>
<th>John Doe</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td>September 1, 2008</td>
</tr>
<tr>
<td>To:</td>
<td>September 30, 2008</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Day</th>
<th>Daily Periods Title VI-B</th>
<th>Daily Periods District</th>
<th>Total Periods Per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>5</td>
<td>7</td>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Holiday</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>2</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td>5</td>
<td>7</td>
</tr>
</tbody>
</table>

Total Hours #REF! #REF! #REF! #REF! #REF!

I certify that the hours shown above reflect actual times the

Signature of Employee: ___________________________ Date ___________________________
TITLE VI-B FUNDING FOR ARKANSAS IN 2010-11

- SECTION 611
  - REGULAR IDEA $111,392,193
  - ARRA-IDEA $0
  - TOTAL $111,392,193

- SECTION 619
  - REGULAR IDEA PRESCHOOL $5,279,018
  - ARRA-IDEA PRESCHOOL $0
  - TOTAL $5,279,018
• Report location in APSCN: WWW.APSCN.ORG

• CLICK [COGNOS]

• CLICK [COGNOS ARRAREPORTING/EPMS/FMS/SMS] from drop-down menu
Click [Special Education Budget and AFR]
WWW.APSCN.ORG

Click [FMS]
  Click [Financial Management Guide]
  Username: apscn
  Password: docs
Click [Arkansas Financial Accounting Handbook]
  1-800-435-7989
  1-501-682-4357

- Provides a basic guideline for the accounting of a school district’s revenue, expenditures, balances, etc.
ARRA-IDEA PRESCHOOL funds are Title VI-B funds. They are one-time funds and are in addition to the “regular” VI-B funds. The same IDEA regulations apply—they simply have to be tracked separately and there were more funds available; therefore, ESCs/School districts could be more creative and provide additional personnel, services, professional development, tuition, salary incentives, materials, equipment, technology hardware and software, licenses, fees, school buses for disabled students, construction, repair, or renovation of Sp Ed facilities, etc. with ARRA-IDEA PRESCHOOL (stimulus) funds.
ARRA Software Tracking Plan—must include all ARRA activities

If you need to amend the ARRA Tracking Plan the request must be in writing via email to Heather Gage @ heather.gage@arkansas.gov to change the accepted plan. You must provide the following information in email:

- LEA name and LEA number
- State what plan will be revised: (ARRA-IDEA, ARRA-IDEA-PRESCHOOL)
- State specifically what will be changed in the ARRA Plan
- Once the email is received/approved, the plan will be open for revision (during the designated week).
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)

Required for FY 2009-10

- Must Budget 100% of total ARRA-IDEA Preschool allocation to Fund/Source 6723

Required for FY 2010-11 Budgets

- Budget the remaining (unspent) ARRA-IDEA Preschool allocation to Fund/Source 6723
Equipment and/or technology that costs less than $2,500 should be coded to program code 056 or 058.

Program Codes 050 through 055 require a minimum per unit amount of $2,500.

<table>
<thead>
<tr>
<th>Budget Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$152,156.00</td>
</tr>
</tbody>
</table>

**SCHOOL**

**DISTRICT**

**TOTAL ALLOCATION: $152,156.00**

<table>
<thead>
<tr>
<th>Fund Allocation - VI-B</th>
<th>Budget Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6721 - IDEA VI-B - Grants to States:</td>
<td>$128,378.00</td>
</tr>
<tr>
<td>6721 - IDEA VI-B - Grants to States - CEEs:</td>
<td>$23,778.00</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$152,156.00</td>
</tr>
</tbody>
</table>

050-Buildings/Additions to Buildings $0.00
051-Major Renovations $0.00
052-Equipment $3,500.00
053-Vehicles $35,000.00
054-Technology Hardware & Software $0.00
055-Infrastructure $0.00
056-Program Direct Service $107,295.00
057-Professional Services $6,361.00
058-All Other $0.00

**TOTAL** $152,156.00
ARRA-IDEA CONSTRUCTION, RENOVATION, REPAIR OR MODERNIZATION OF FACILITIES

- Must be included in approved ARRA-IDEA Preschool COGNOS Tracking Plan & Should be in ARRA-IDEA Preschool APSCN budget:
  - For construction, renovation, repair, or modernization of facilities, indicate the location of the facility and how students with disabilities will benefit. If the project is part of a larger project, the Sp Ed share of the cost must be prorated to no more than its square footage share of the facility. Building specs and designs must be provided to AR Division of Facilities & Transportation for approval.

LRE must be considered.

<table>
<thead>
<tr>
<th>Function/Definition</th>
<th>050-Buildings/Additions to Buildings $160,852.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>051-Major Renovations</td>
<td>$0.00</td>
</tr>
<tr>
<td>052-Equipment</td>
<td>$0.00</td>
</tr>
<tr>
<td>053-Vehicles</td>
<td>$0.00</td>
</tr>
<tr>
<td>054-Technology Hardware &amp; Software</td>
<td>$0.00</td>
</tr>
<tr>
<td>055-Infrastructure</td>
<td>$0.00</td>
</tr>
<tr>
<td>056-Program Direct Service</td>
<td>$0.00</td>
</tr>
<tr>
<td>057-Professional Services</td>
<td>$6,750.00</td>
</tr>
<tr>
<td>058-All Other</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$167,602.00</strong></td>
</tr>
</tbody>
</table>

SCREEN: ARRA IDEA Budget
MESSAGE: ARRA IDEA Budget
LEA: [School District]
Finance Type: ARRA IDEA Budget
FY: 2009/10

<table>
<thead>
<tr>
<th>Function/Definition</th>
<th>Employee Salaries Certified (61110)</th>
<th>Employee Salaries Classified (61120)</th>
<th>Employee Benefits (62000)</th>
<th>Professional Technical (63000)</th>
<th>Property Services (64000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1220</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6750.00</td>
<td></td>
</tr>
<tr>
<td>4510</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6750.00</td>
<td>160,852.00</td>
</tr>
<tr>
<td></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>6750.00</td>
<td>160,862.00</td>
</tr>
</tbody>
</table>
ARRA- IDEA EQUIPMENT $1,000 OR MORE PER UNIT

Must be included in approved ARRA-IDEA Preschool COGNOS Tracking Plan & Should be in ARRA-IDEA Preschool APSCN budget:

Equipment and/or technology must be shown on ARRA tracking plan and shown on the equipment form that can be found on MySPED. Equipment and/or technology must cost at least $1,000 per unit and meet other equipment criteria in the APSCN Finance Manual. Equipment and/or technology that costs less than $2,500 per unit should be coded to program 056 or 058. Equipment that costs $2,500 or more per unit should be coded to ARRA program code 052 and technology that costs $2,500 or more per unit should be coded to program code 054.
AMERICAN RECOVERY AND REINVESTMENT ACT
ARRA PROGRAM CODES

050 = Buildings/Additions
Buildings/Additions to Building, $2500 or greater
Requires additional square footage to be added

051 = Major Renovations
$2500 or greater
No additional square footage added

052 = Equipment
$2500 or greater unit value
Must have minimum per unit cost of $2,500.

053 = Vehicles
$2500 or greater unit value

054 = Technology Hardware & Software
$2500 or greater unit value
Must have minimum per unit cost of $2,500.

055 = Infrastructure
$2500 or greater unit value
Assets that are usually a part of a larger system of assets
such as roads, bridges, tunnels, water and sewer systems

056 = Program Direct Service
Direct Services Provided to Students

057 = Professional Services
Professional Contracted Services provided by architects, engineers, construction managers, etc.

058 = All Other
Administrative and Indirect Costs, Capital Outlay less than $2500, and any other expenditure not included in 050-057
Budget Amendments

May be submitted beginning October 1, 2010 thru June 30, 2011.

BUDGET AMENDMENTS

An area that auditors review during the annual audit is whether a district’s MySPED budget matches the district’s APSCN (COGNOS) budget and whether expenditures coincide with the budget. Districts cannot spend more than the total amount budgeted nor more than 10% above the amount budgeted for any function/object before an amendment is required. The deadline for submitting an amendment is June 30.

Listed below are the steps that should be completed by districts to amend their budgets—whether Regular VI-B, ARRA, State/Local, Preschool, Medicaid, etc.

1. In MySPED, print a copy of the budget that needs to be changed.

2. Provide the necessary changes for the budget that needs to be changed to the bookkeeper/business manager and ask her/him to make the necessary changes in APSCN.

3. Print or ask the bookkeeper/business manager to print a copy of the COGNOS report for this same budget AFTER the changes have been made in APSCN.

4. Record the necessary changes on an amendment form (found under Support in MySPED).

5. Send the amendment, MySped budget (BEFORE) & COGNOS report (AFTER) to Grants & Data.

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SPECIAL EDUCATION BUDGET AMENDMENT REQUEST/TY 2010-11

SCHOOL DISTRICT: ___________________________ LEA #: ___________________________

Check the budget to be amended:

___ VLB  ___ Federal Preschool  ___ ARRA VLB  ___ State/Local

___ Medicaid  ___ State Preschool  ___ ARRA Preschool  ___ OTHER

Please provide the Function/Object Code in both columns with increase/decrease amounts. Provide an equipment list for any equipment/technology coded to object code 67000 to 67999, if changes in the INCREASE side are requested.

(Optional) Provide a narrative description for each increase or decrease included in the amendment.

NOTE: Use even dollar amounts — round up or down to nearest dollar.

<table>
<thead>
<tr>
<th>Increase</th>
<th>Decrease</th>
<th>Brief Narrative</th>
</tr>
</thead>
<tbody>
<tr>
<td>12205100</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>12206300</td>
<td>$5,000</td>
<td>Purchase equipment over $1,000 per unit</td>
</tr>
</tbody>
</table>

TOTAL

TOTAL:

AMOUNT OF ADDITIONAL FUNDS TO BE ADDED TO BUDGET: $__________

__________________________
Superintendent/Co-op Director’s Signature

__________________________
Date

A variance of ten (10) percent or more from the amount budgeted requires a budget amendment. Amendments to shift funds from one function/object code to another may be submitted beginning October 1, 2010 through June 30, 2011.

*Make sure all changes are made in APSCN before submitting Budget Amendment. Please attach a copy of your COGNOS report, for the budget changes above.

************************************************************************************

FOR ADE USE ONLY

__________________________
Approved

__________________________
Disapproved

__________________________
Date

__________________________
Signature - ADE Official

30
Report of Purchases made for Equipment/Technology or Construction, Renovation and Repair Projects.

The form at the right is for Equipment Technology. A similar form will also be available for costs for completed Facility Construction, Renovation, or Repair Projects completed for Students with Disabilities in Fiscal Year 2009-10.
NON-SPECIAL EDUCATION FUNCTION CODES:

FUNCTION CODES

1105   Preschool. Arkansas Better Chance (ABC) provides learning experiences for educationally deprived children ages 3-5.

1110   Kindergarten. Learning experiences for students 5 and 6 years old.

1120   Elementary. Learning experiences generally for students in grades 1 through 6 but may include up to grade 8.

1130   Middle/Junior High. Learning experiences for grades 5 through 9

1140   High School. Learning experiences generally for grades 9 through 12 but may include grades 7 and 8.

1150   Athletics. Any athletic program which is organized primarily for the purpose of competing with other schools, public or private, or any athletic program which is subject to regulation by Arkansas Activities Association.

1265   Pre-referral

1266   Post dismissal.

1267   Section 504 Eligible

1500 thru 1599 (See page 20 Financial Accounting Handbook)
F/SoF 6702 = Title VI-B, Section 611 (School Age)
Revenue Code: 45613

F/SoF 6710 = Title VI-B, Section 619 (Federal Preschool)
Revenue Code: 45630

F/SoF 6715 = Title VI-B School Based Mental Health
Revenue Code: 45640

F/SoF 6749 = Medicaid for School District Preschool
Revenue Code: 45679

F/SoF 6750 = MEDICAID
Revenue Code: 45910

F/SoF 6752 = ARMAC
Revenue Code: 45913
CONTAINS CODES FOR STATE ACCOUNTING SYSTEM INCLUDING SPECIAL EDUCATION:

STATE FUND/SOURCE CODES

- 1000 = Teacher Salary, Restricted-Foundation Funding
- 2000 = Operating Fund, Restricted – Foundation Funding
- 1200 = Teacher Salary Charter Schools
- 2200 = Operating Fund Charter Schools
- 1281 = Teacher Salary, NSLA
- 2281 = Operating Fund, NSLA
- 1240 = LEA Special Education Supervisor, Teacher Salary
- 2240 = LEA Special Education Supervisor
- 1244 = Extended School Year, Teacher Salary
- 2244 = Extended School Year
- 2250 = Residential, Non-Disabled
- 2255 = Residential, Disabled
- 1260 = State Sp Ed Preschool, Teacher Salary
- 2260 = State Sp Ed Preschool
- 2261 = Youth Centers
- 2265 = Catastrophic Loss Funding
- 2277 = Juvenile Detention Centers
F/SoF 6721 = ARRA-IDEA
Revenue Code 45621 = ARRA-IDEA

F/SoF 6722 = ARRA-IDEA CEIS
No Revenue Code

F/SoF 6723 = ARRA-IDEA PRESCHOOL
Revenue Code 45622 = ARRA-IDEA PRESCHOOL

F/SoF 6724 = ARRA-IDEA STABILIZATION
Revenue Code 45624 = ARRA-IDEA STABILIZATION
SPECIAL EDUCATION BUDGET APPLICATIONS FOR FY 2010-11 DUE
OCTOBER 1, 2010

REQUIRED FORMS & SIGNATURES

• Complete Budget Signature Sheets
  Statement of Intent
  Assurances & Agreements
  ED 80-0013- Certification of Lobbying

• Special Education Checklist
SPECIAL EDUCATION BUDGET APPLICATIONS FOR FY 2010-11 DUE
OCTOBER 1, 2010

• EQUIPMENT & TECHNOLOGY REQUEST (for Budget)
  Items MUST be included in Budget and MUST be $1,000 or more per unit

• FACILITIES REQUEST—CONSTRUCTION, REPAIRS, MODERNIZATION, OR RENOVATION (for Budget)
  Attach Brief Description, Building Specifications to Div. of Facilities & Transportation, and MUST be included in Budget

• REPORT OF EQUIPMENT & TECHNOLOGY PURCHASED FORM (for Annual Financial Report)

• REPORT OF CONSTRUCTION, REPAIRS, MODERNIZATION, OR RENOVATION FORM (for Annual Financial Report)
IMPORTANT DUE DATE

SPECIAL EDUCATION

BUDGET APPLICATIONS
FY 2010-11
DUE OCTOBER 1, 2010
MAIL DOCUMENTS TO:

» Special Education Grants and Data Management
» Attention: “FY 2010-11 Budget Application”
   » 1401 West Capitol, Suite 450
      Little Rock, AR 72201

NO FAXES, PLEASE
Finance and Budgeting Questions?

Please e-mail any questions to:

Donald.Watkins@arkansas.gov
Robert.D.Coates@arkansas.gov
Patricia.Izquierdo@arkansas.gov
Joann.Logan@arkansas.gov
Betsy.Barthol@arkansas.gov
Clara.Knox@arkansas.gov

Special Education Unit:
1401 West Capitol, Suite 450
Little Rock, AR 72201
501.682.4223 Fax: 501.682.4313
Thank you for your Attention!