

Demystifying the Special Education Budget

Audience: Special Education Teachers & Principals **Location:** TEC Professional Development Center
Instructor: Kathy McArdle **Cost:** \$45 TEC Members / \$55 Non-TEC
Date & Time: Tuesday, March 6, 2012 **(FREE to TEC Licensure Program Participants past and present)**
3:30 – 6:30 PM **Earn:** 3 Hours of Participation

Note: All participants must complete a registration form, even those who are attending at no cost.

Course Description: What makes the special education budget so complex and different from other budgets? What are the components and how are the costs determined? In these financial times, where should we look to economize? What are the priorities?

This workshop is designed to help those who need to create, support or understand the special education budget. Participants will be taken through the steps of the budgeting process and learn how to analyze an existing budget. Complex budget concerns particular to special education will be discussed, including an overview of federal requirements, circuit breaker and federal grants.

About the Instructor: **Kathy McArdle**, M.Ed., MBA, has worked in a number of school districts and has been a Special Education Administrator for over 25 years. She recently retired from her position as the Assistant Superintendent of Pupil Services for Medfield Public Schools. Kathy has consulted to the ACCEPT Education Collaborative Special Education Leadership Institute, as well as to the TEC Administrative and Teacher Licensure programs.

Cancellations: No credits or refunds will be given on withdrawals less than 10 business days before the first class. Checks will be processed approximately two weeks prior to the start date of the course; other payments are processed immediately.
Note: After January 27, a \$25 late fee is required with each course registration.

Online registration available! - see TEC website for more information

To register: Visit our Online Registration Form at http://www.tec-coop.org/PDL_RegForm.html or complete this form and send, along with your check or purchase order, to:
TEC Professional Development, P.O. Box 186, Dedham, MA 02027

Please register me for "Demystifying the Special Education Budget" beginning on 3/6/12!
Enclosed is a check or purchase order for: ___ \$45 TEC / ___ \$55 Non-TEC / ___ TEC Licensure (no cost)

Name: _____ School: _____
Home address: _____ Role: _____
City, state, zip code: _____ Address: _____
Email: _____ City, state, zip code: _____
Home phone: _____ Work phone: _____