

MEMORANDUM

TO: Superintendents, Special Education Directors, Business Managers
FROM: Brad James, Finance Manager
SUBJECT: FY-2023 Act 173 Special Education Plan
DATE: September 17, 2021

Forms and instructions for the FY-2023 Act 173 Special Education Plan are now available.

Changes for FY-23

Due to the July 1, 2022 implementation of Act 173, the former special education service plan is no longer required. In its place, an abbreviated, renamed Act 173 Special Education Plan is required, which will collect Section B containing a Signature Page and Part 3 and Section D, remain unchanged. The threshold for extraordinary cost reimbursement remains at \$60,000 for FY-2023.

Report Forms and Submission

The electronic version of the Act 173 Special Education Plan forms are available on the [Agency of Education website](#). Please be sure to use these FY-2023 versions of the forms when the plan is submitted. As outlined in the instructions, the completed forms for Sections B and D should be copied onto a secure SharePoint site. Each business manager will receive an email that contains the appropriate link for their SU/SD. If you do not receive this invite or require access to be given to an additional staff member, please email your request to:

Orilla.Farnham@Vermont.gov or Jennifer.Perry@Vermont.gov

Any questions about the submission instructions, completing your Act 173 plan in general, or Section B should be addressed to Jennifer Perry at: jennifer.perry@vermont.gov.

Any questions about Section D should be addressed to Cassidy Canzani at:

Cassidy.Canzani@vermont.gov.

Contact Information:

If you have questions about this document or would like additional information please contact:
Jennifer Perry, Special Education Finance Team, at jennifer.perry@vermont.gov