

**Bureau of Special Education
Director's Office**

Director, Patricia Hozella (717) 783-6134
Assistant Director, Lynn Dell (717) 783-2311
Administrative Officer II, Donna Graybill (717) 787-4914
Administrative Assistant II, Vacant
Clerk Typist III, Nancy Zeigler (717) 783-6134
Clerk Typist III, Beth Runkle (717) 783-2311

<u>Function</u>	<u>Contact</u>	<u>Phone Number</u>
Directs and manages Bureau activities and represents the Department in various activities as assigned	Patricia Hozella	(717) 783-6134
Assists the Bureau Director in their duties and works as a liaison between staff and the Bureau Director	Lynn Dell	(717) 783-2311
Administration and management of activities in accordance with IDEA 2004 and Local Education Agency applications submitted by Intermediate Units	John Gombocz Patrick Scanlon	(717) 772-3745 (724) 465-6535
Development of State Application to ensure receipt of IDEA-B Funds from the U.S. Department of Education (USDE)	Patrick Scanlon	(724) 465-6535
Interpretation of Federal and State Laws and Regulations as applicable to the Bureau and questions regarding special education complaints, monitoring, and special education plans	Maria Mardula Amy Deluca Patty Todd	(717) 783-6137 (717) 772-2647 (717) 783-6135
Personnel, budget and contract administration	Donna Graybill	(717) 787-4914
Preparation of Yearly Submission to the USDE of the State's Performance Plan (SPP) and Annual Performance Report (APR)	Vacant	
Preparing contracts and processing invoices	Vacant	
Provides special education trainings on various topics and technical assistance	John Gombocz Patrick Scanlon	(717) 772-3745 (724) 465-6535
Purchasing and Bureau telecommunications	Vacant	
Right to Know Coordinator	Patrick Scanlon	(724) 465-6535
Statewide administration and management of special education monitoring	Jill Deitrich	(717) 783-6876