

STANISLAUS COUNTY  
Special Education Local Plan  
Area

LOCAL PLAN  
FOR  
SPECIAL EDUCATION  
2007

1336 STONUM ROAD  
MODESTO, CA 95351

(209) 541-2944  
(209) 541-2947 FAX  
rhedin@stancoe.org

**TABLE OF CONTENTS**

|  |           |
|--|-----------|
| <b>CERTIFICATION</b>   | <b>3</b>  |
| <b>SELPA LOCAL PLAN PARTICIPANTS</b>                                     | <b>6</b>  |
| <b>ASSURANCE – LEA ASSURANCE STATEMENT</b>                               | <b>10</b> |
| <b>CERTIFICATION OF BOARD APPROVAL DATES</b>                             | <b>17</b> |
| <b>GOVERNANCE/JOINT POWERS AGREEMENT</b>                                 | <b>19</b> |
| <b>APPENDIX</b>  | <b>37</b> |
| <b>PART C – INFANT TO PRESCHOOL TRANSITION<br/>INTERAGENCY AGREEMENT</b> | <b>38</b> |

# CERTIFICATION

STANISLAUS COUNTY SELPA LOCAL PLAN

**SED-LP-1**

**CERTIFICATION**

1. Check one, as applicable:  **Single District**     **Multiple District**     **District/County**

|                             |   |                  |
|-----------------------------|---|------------------|
| CDS Code / SELPA Code       | SELPA Name                                  | Application Date |
| SELPA Address               | SELPA City                                  | SELPA Zip        |
| Name SELPA Director (Print) | SELPA Director's Telephone Number<br>(    ) |                  |

2. CERTIFICATION BY AGENCY DESIGNATED AS ADMINISTRATIVE AND FISCAL AGENCY FOR THIS PROGRAM (Responsible Local Agency (RLA) or Administrative Unit (AU))

|                                  |  |                            |
|----------------------------------|--|----------------------------|
| RLA/AU Name                      | Name/Title of RLA Superintendent<br>(Type) | Telephone Number<br>(    ) |
| RLA/AU Street Address            | RLA/AU City                                | RLA/AU Zip                 |
| Date of Governing Board Approval |  |                            |

**3. CERTIFICATION OF ASSURANCES**

I certify that this plan has been adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs; and that the agency(ies) herein represented will meet all applicable requirements of state and federal laws, regulations and state policies and procedures, including compliance with the Individuals with Disabilities Education Act, 20 USC 1400 et.seq, and implementing regulations under 34 CFR, Parts 300 and 303, 29 USC 705 (20), 794-794b, the Federal Rehabilitation Act of 1973, as amended, and the provisions of the California Education Code, Part 30 and Chapter 3, Division 1 of Title V of the California Code of Regulations.

Signature of RLA Superintendent \_\_\_\_\_ Date \_\_\_\_\_

**4. CERTIFICATION OF COMPATIBILITY BY THE COUNTY SUPERINTENDENT OF SCHOOLS**

Pursuant to Education Code Section 56140, this plan ensures that all individuals with exceptional needs residing within the county, including those enrolled in alternative education programs, including but not limited to, alternative schools, charter schools, opportunity schools and classes, community day schools operated by school districts, community schools operated by the county office of education, and juvenile court schools, will have access to appropriate special education programs and related services.

|                    |   |                            |
|--------------------|---|----------------------------|
| County Office Name | Name of County Superintendent or Authorized Representative      | Title                      |
| Street Address     | Signature of County Superintendent or Authorized Representative | Date                       |
| City               | Zip   | Telephone Number<br>(    ) |

**5. CERTIFICATION OF COMMUNITY ADVISORY COMMITTEE**

(See attached)

**FOR DEPARTMENT OF EDUCATION USE ONLY**

Recommended for Approval by the Superintendent of Public Instruction:  
Date: \_\_\_\_\_ By: \_\_\_\_\_ Date of Approval: \_\_\_\_\_

STANISLAUS COUNTY SELPA LOCAL PLAN

SED-LP-2

| <b>COMMUNITY ADVISORY COMMITTEE (CAC) CERTIFICATION</b>   |                  |    |
|---|------------------|----|
| <b><i>CAC signature and verification:</i></b>   | YES              | NO |
| I certify :   |                  |    |
| 1. that the Community Advisory Committee (CAC) has advised the policy and administrative agency during the development of the local plan pursuant to Education Code (E.C.) Section 56194;   |                  |    |
| 2. that to ensure adequate and effective participation and communication pursuant to E.C. 56195.9, parent members of the CAC, or parents selected by the CAC, participated in the development and update of the plan for special education; |                  |    |
| 3. that the plan has been reviewed by the CAC and that the committee had at least 30 days to conduct this review prior to submission of the plan to the Superintendent pursuant to E.C. 56205 (b)(6);                                       |                  |    |
| 4. that the CAC has reviewed any revisions made to the local plan as a result of recommendations or requirements from the California Department of Education.   |                  |    |
| <b>CERTIFICATION OF COMMUNITY ADVISORY COMMITTEE</b>  |                  |    |
| Signature of CAC Chairperson  | Date             |    |
| Name of Chairperson (print)   | Telephone Number |    |

If you checked [ ✓ ] NO for any of the above certifications, you may submit specific information, in writing, as to why you did not certify that the SELPA met the requirement. (Attach separate sheet, if necessary.) The Department will take this into consideration in its review of this local plan application.

# **SELPA LOCAL PLAN PARTICIPANTS**

STANISLAUS COUNTY SELPA LOCAL PLAN

**MEMBER PARTICIPANTS**

Ceres Unified School District  
Chatom Union School District  
Denair Unified School District  
Empire Union Elementary District  
Gratton School District  
Hart-Ransom Union School District  
Hickman Community Charter District  
Hughson Unified School District  
Keyes Union School District  
Knights Ferry School District  
La Grange School District  
Newman-Crows Landing School District  
Oakdale Joint Unified School District  
Paradise Elementary School District  
Patterson Joint Unified School District  
Riverbank Unified School District  
Roberts Ferry Union School District  
Salida Union School District  
Shiloh School District  
Stanislaus County Office of Education  
Stanislaus Union School District  
Sylvan Union School District  
Turlock Unified School District  
Valley Home Joint School District  
Waterford Unified School District

**LOCAL PLAN REVISION COMMITTEE 2007**

Regina A. Hedin, Director, Stanislaus County SELPA  
Jerry Panella, Director Student Support Services, Ceres School District  
Ron Lebs, Business Manager/CBO, Sylvan School District  
Cindy Murray, Asst. Superintendent, Empire School District  
Michele Wolf, Director of Pupil Services, Stanislaus Union School District  
Kim Kelley, Program Manager, Stanislaus County SELPA  
Traci Trujillo, Parent, Chair Community Advisory Council  
Denise Banghart-Bragg, Director of Special Education, Turlock Unified School District  
Larry Mendonca, Pupil Services Coordinator, Oakdale Joint Unified School District  
Bonnie Jones-Lee, Division Administrator, Stanislaus County Office of Education

STANISLAUS COUNTY SELPA LOCAL PLAN

**PAC PARTICIPANTS**

Donna Moore, Program Specialist, Ceres Unified School District  
Dawn Allen, Director of Special Education, Riverbank Unified School District  
Glenda Bacca, Program Specialist, Ceres Unified School District  
Doug Baughn, Director, Salida Union School District  
Denise Banghart-Bragg, Director of Special Education, Turlock Unified School District  
Barbara Patman, Superintendent, Chatom Union School District  
Norm Lee, Interim Superintendent, Keyes Union School District  
John Vaille, Superintendent, Knights Ferry School District  
Shannon Sanford-Rice, Superintendent, Gratton School District  
Lynn McPeak, Director, Waterford Unified School District  
Allyson Woolworth, Program Specialist, Stanislaus SELPA  
Ken Daniel, Program Administrator, Stanislaus County Office of Education  
Kim Dodge, MIS Analyst, Stanislaus SELPA  
Howard Greishaber, Program Director, Ceres Unified School District  
George Johnson, Superintendent, Roberts Ferry School District  
Bonnie Jones Lee, Division Administrator, Stanislaus County of Education  
Matt Devins, Program Specialist, Turlock School District  
Kathy Pon, Director, Patterson Unified School District  
Deb Lazari, Program Administrator, Stanislaus County Office of Education  
Susan Mead, RSP Teacher/Program Specialist, Hart Ransom Union School District  
Joseph Mangu, Jr., Superintendent, La Grange School District  
Alex Marshall, Director, Denair Unified School District  
Teresa Khoshaba, Psychologist/Program Specialist, Hughson Unified School District  
Tracy Manzoni, Program Specialist, Turlock School District  
Tami Cervantes, Program Administrator, Stanislaus County Office of Education  
Jerry Panella, Director of Pupil Services, Ceres Unified School District  
Ed Parraz, Superintendent, Denair Unified School District  
Sarah Ramaley, Program Administrator, Stanislaus County Office of Education  
Ray Houser, Director, Sylvan Union School District  
Ardeth Mattison, Program Administrator, Stanislaus County Office of Education  
Brian Stagg, Psychologist, Newman Crows Landing Union School District  
Bob Loretelli, Superintendent, Hickman Community Charter District  
Rusty Wynn, Superintendent, Paradise Elementary School District  
Mike Brennan, Interim Superintendent, Valley Home Joint School District  
Bobbie Ables-Smith, Pre-School Specialist, Stanislaus County Office Of Education



STANISLAUS COUNTY SELPA LOCAL PLAN

**Business and Program Participants**

Tim Hern, Asst. Superintendent Business Services, Oakdale Joint Unified School District  
Susan Dyke, Director of Fiscal Services, Oakdale Joint Unified School District  
Cindy Murray, Assistant Superintendent, Empire Union Elementary School District  
Dawn Riccoboni, Chief Business Official, Stanislaus Union School District  
Robin Clayton, Business, Ceres Unified School District  
Sonnya Shockley, Director, Fiscal Services, Keyes Union School District  
Lori Decker, Chief Financial Officer, Turlock School District  
Karolyn Krisp, Business, Riverbank Unified School District  
Don Gatti, Assistant Superintendent, Stanislaus County Office of Education  
Laura Grimm, Business, Sylvan Union School District  
Judy Sylvester, Business, Denair Unified School District  
Pam Wall, Business, Hickman Community Charter District  
Don Kiger, Business Manager, Empire Union Elementary School District  
Ron Lebs, Business Manager, Sylvan Union School District  
Steve Menge, Business Manager, Patterson Joint Unified School District  
Sandy Putnam, Director of Accounting, Stanislaus County Office of Education  
Elaine Reed, Director, CSSF, Stanislaus County Office of Education  
Scott Siegel, Assistant Superintendent, Ceres Unified School District  
Cathy Thomasson, Business Manager, Hart-Ransom Union School District  
James Yardy, Director Business Services, Salida Union School District  
Cindy Whiteman, Business Manager, Hughson Unified School District  
Pam Wall, Business Manager, Waterford Unified School District  
Beverly Noe, Business Manager, Knights Ferry School District  
Ron Costa, Asst. Superintendent, Riverbank Unified School District  
Pat McGuire, Asst. Superintendent Business Services, Turlock Unified School District  
Annie Arounsack-Yodduangkhae, SELPA Fiscal Director, Stanislaus SELPA

**CAC PARTICIPANTS**

Karen Prada, Turlock Unified School District Representative  
Traci Trujillo, Sylvan School District Representative  
Eileen Milacek, Stanislaus Union School District Representative  
Nelda Parman, Stanislaus County Office of Education Representative

**ASSURANCE**  
**LEA ASSURANCE STATEMENT**

STANISLAUS COUNTY SELPA LOCAL PLAN

SPECIAL EDUCATION LOCAL PLAN AREA  
LOCAL EDUCATION AGENCY (LEA) ASSURANCES

**1. FREE APPROPRIATE PUBLIC EDUCATION (20 USC § 1412 (a)(1))**

It shall be the policy of this LEA that a free appropriate public education is available to all children residing in the LEA between the ages of three through 21 inclusive, including students with disabilities who have been suspended or expelled from school.

**2. FULL EDUCATIONAL OPPORTUNITY (20 USC § 1412 (a)(2))**

It shall be the policy of this LEA that all pupils with disabilities have access to educational programs, nonacademic programs, and services available to non-disabled pupils.

**3. CHILD FIND (20 USC § 1412 (a)(3))**

It shall be the policy of this LEA that all children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State and children attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services are identified, located and evaluated. A practical method is developed and implemented to determine which students with disabilities are currently receiving needed special education and related services.

**4. INDIVIDUALIZED EDUCATION PROGRAM (IEP) AND INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP) (20 USC § 1412 (a)(4))**

It shall be the policy of this LEA that an Individualized Education Program (IEP) or an Individualized Family Service Plan (IFSP) is developed, reviewed and revised for each child with a disability who requires special education and related services in order to benefit from his/her individualized education program. It shall be the policy of this LEA that a review of an IEP will be conducted on at least an annual basis to review a student's progress and make appropriate revisions.

**5. LEAST RESTRICTIVE ENVIRONMENT (20 USC § 1412 (a)(5))**

It shall be the policy of this LEA that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special class, separate schooling, or other removal of a student with disabilities from the general educational environment, occurs only when the nature or severity of the disability of the student is such that education in general classes with the use of supplemental aids and services cannot be achieved satisfactorily.

**6. PROCEDURAL SAFEGUARDS (20 USC § 1412 (a)(6))**

It shall be the policy of this LEA that children with disabilities and their parents shall be afforded all procedural safeguards throughout the provision of a free appropriate public education including the identification, evaluation, and placement process.

**7. EVALUATION (20 USC § 1412 (a)(7))**

It shall be the policy of this LEA that a reassessment of a student with a disability shall be conducted at least once every three years or more frequently, if appropriate.

**8. CONFIDENTIALITY (20 USC § 1412 (a)(8))**

It shall be the policy of this LEA that the confidentiality of personally identifiable data information and records maintained by the LEA relating to children with disabilities and their parents and families shall be protected pursuant to the Family Educational Rights and Privacy Act (FERPA).

**9. PART C, TRANSITION (20 USC § 1412 (a)(9))**

It shall be the policy of this LEA that a transition process for a child who is participating in Early Intervention Programs (IDEA, Part C) with an IFSP is begun prior to a toddler's third birthday. The transition process shall be smooth, timely and effective for the child and family.

**10. PRIVATE SCHOOLS (20 USC § 1412 (a)(10))**

It shall be the policy of this LEA to assure that children with disabilities voluntarily enrolled by their parents in private schools shall receive appropriate special education and related services pursuant to LEA coordinated procedures. The proportionate amount of federal funds will be allocated for the purpose of providing special education services to children with disabilities voluntarily enrolled in private school by their parents.

**11. LOCAL COMPLIANCE ASSURANCES (20 USC § 1412 (a)(11))**

It shall be the policy of this LEA that the local plan shall be adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs; and that the agency(ies) herein represented will meet all applicable requirements of state and federal laws and regulations, including compliance with the Individuals with Disabilities Education Act, the Federal Rehabilitation Act of 1973, Section 504 of Public Law and the provisions of the California Education Code, Part 30.

**12. INTERAGENCY (20 USC § 1412 (a)(12))**

It shall be the policy of this LEA that interagency agreements or other mechanisms for interagency coordination are in effect to ensure services required for FAPE are provided, including the continuation of services during an interagency dispute resolution process.

**13. GOVERNANCE (20 USC § 1412 (a)(13))**

It shall be the policy of this LEA to support and comply with the provisions of the governance bodies and any necessary administrative support to implement the Local Plan. A final determination that an LEA is not eligible for assistance under this part will not be made without first affording that LEA with reasonable notice and an opportunity for a hearing through the State Educational Agency.

**14. PERSONNEL QUALIFICATIONS (20 USC § 1412 (a)(14))**

It shall be the policy of this LEA to ensure that personnel providing special education related services meet the highly qualified requirements as defined under federal law, including that those personnel have the content knowledge and skills to serve children with disabilities.

This policy shall not be construed to create a right of action on behalf of an individual student for the failure of a particular LEA staff person to be highly qualified or to prevent a parent from filing a State complaint with the CDE about staff qualifications.

**15. PERFORMANCE GOALS & INDICATORS (20 USC § 1412 (a)(15))**

It shall be the policy of this LEA to comply with the requirements of the performance goals and indicators developed by the CDE and provide data as required by the CDE.

**16. PARTICIPATION IN ASSESSMENTS (20 USC § 1412 (a)(16))**

It shall be the policy of this LEA that all students with disabilities shall participate in state and district-wide assessment programs. The IEP team determines how a student will access assessments with or without accommodations, or access alternate assessments, consistent with state standards governing such determinations.

**17. SUPPLEMENTATION OF STATE/FEDERAL FUNDS (20 USC § 1412 (a)(17))**

It shall be the policy of this LEA to provide assurances that funds received from Part B of the IDEA will be expended in accordance with the applicable provisions of the IDEA; will be used to supplement and not to supplant state, local and other Federal funds those funds.

**18. MAINTENANCE OF EFFORT (20 USC § 1412 (a)(18))**

It shall be the policy of this LEA that federal funds will not be used to reduce the level of local funds and/or combined level of local and state funds expended for the education of children with disabilities except as provided in Federal law and regulations.

**19. PUBLIC PARTICIPATION (20 USC § 1412 (a)(19))**

It shall be the policy of this LEA that public hearings, adequate notice of the hearings, and an opportunity for comment available to the general public, including individuals with disabilities and parents of children with disabilities are held prior to the adoption of any policies and/or regulations needed to comply with Part B of the IDEA.

**20. RULE OF CONSTRUCTION (20 USC § 1412 (a)(20))**

(Federal requirement for State Education Agency only)

**21. STATE ADVISORY PANEL (20 USC § 1412 (a)(21))**

(Federal requirement for State Education Agency only)

**22. SUSPENSION/EXPULSION (20 USC § 1412 (a)(22))**

The LEA assures that data on suspension and expulsion rates will be provided in a manner prescribed by the CDE. When indicated by data analysis, the LEA further assures that policies, procedures and practices related to the development and implementation of the IEPs will be revised.

**23. ACCESS TO INSTRUCTIONAL MATERIALS (20 USC § 1412 (a)(23))**

It shall be the policy of this LEA to provide instructional materials to blind students or other students with print disabilities in a timely manner according to the state adopted National Instructional Materials Accessibility Standard.

**24. OVERIDENTIFICATION AND DISPROPORTIONALITY (20 USC § 1412 (a)(24))**

It shall be the policy of this LEA to prevent the inappropriate disproportionate representation by race and ethnicity of students with disabilities.

**25. PROHIBITION ON MANDATORY MEDICINE (20 USC § 1412 (a)(25))**

It shall be the policy of this LEA to prohibit school personnel from requiring a student to obtain a prescription for a substance covered by the Controlled Substances Act as a condition of attending school or receiving a special education assessment and/or services.

**26. DISTRIBUTION OF FUNDS (20 USC § 1411(e),(f)(1-3))**

(Federal requirement for State Education Agency only)

**27. DATA (20 USC § 1418 a-d)**

It shall be the policy of this LEA to provide data or information to the California Department of Education that may be required by regulations.

**28. READING LITERACY (State Board requirement, 2/99)**

It shall be the policy of this LEA that in order to improve the educational results for students with disabilities, SELPA Local Plans shall include specific information to ensure that all students who require special education will participate in the California Reading Initiative.

**29. CHARTER SCHOOLS (E.C. 56207.5 (a-c))**

It shall be the policy of this LEA that a request by a charter school to participate as a local educational agency in a special education local plan area may not be treated differently from a similar request made by a school district.



**CERTIFICATION OF  
BOARD APPROVAL DATES**

STANISLAUS COUNTY SELPA LOCAL PLAN

**CERTIFICATION OF BOARD APPROVAL DATES**

| <b><u>DISTRICT</u></b>                     | <b><u>DATE OF BOARD APPROVAL</u></b> |
|--|--------------------------------------|
| Ceres Unified School District              | April 19, 2007                       |
| Chatom Union School District               | May 8, 2007                          |
| Denair Unified School District             | April 19, 2007                       |
| Empire Union Elementary District           | May 10, 2007                         |
| Gratton School District                    | May 14, 2007                         |
| Hart-Ransom Union School District          | April 17, 2007                       |
| Hickman Community Charter District         | June 25, 2007                        |
| Hughson Unified School District            | April 17, 2007                       |
| Keyes Union School District                | May 9, 2007                          |
| Knights Ferry School District              | May 8, 2007                          |
| La Grange School District                  | April 16, 2007                       |
| Newman-Crows Landing Union School District | April 16, 2007                       |
| Oakdale Joint Unified School District      | April 23, 2007                       |
| Paradise Elementary School District        | April 19, 2007                       |
| Patterson Joint Unified School District    | May 7, 2007                          |
| Riverbank Unified School District          | May 1, 2007                          |
| Roberts Ferry Union School District        | April 16, 2007                       |
| Salida Union School District               | April 17, 2007                       |
| Shiloh School District                     | April 17, 2007                       |
| Stanislaus County Office of Education      | May 8, 2007                          |
| Stanislaus Union School District           | April 16, 2007                       |
| Sylvan Union School District               | June 5, 2007                         |
| Turlock Unified School District            | May 15, 2007                         |
| Valley Home Joint School District          | April 10, 2007                       |
| Waterford Unified School District          | April 12, 2007                       |

# **GOVERNANCE/JOINT POWERS AGREEMENT**

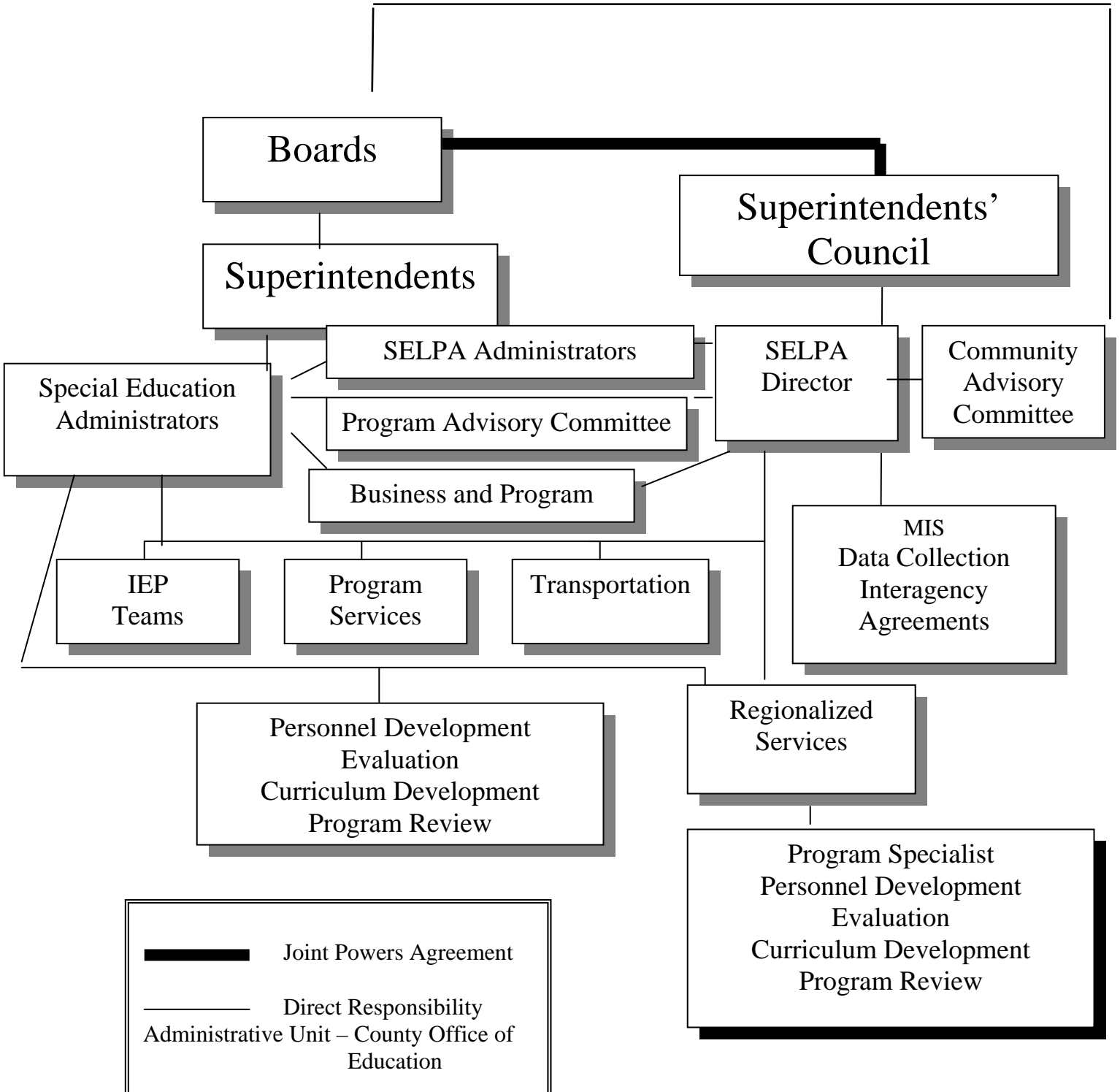
**GOVERNANCE/JOINT POWERS AGREEMENT**

**STANISLAUS SELPA**

**GOVERNANCE MODEL  
ORGANIZATION CHART**

DISTRICTS/COUNTY

STANISLAUS SELPA



STANISLAUS COUNTY SELPA LOCAL PLAN

PURPOSE AND INTENT:

The following Stanislaus County public school agencies:

Ceres Unified School District  
Chatom Union School District  
Denair Unified School District  
Empire Union Elementary District  
Gratton School District  
Hart-Ransom Union School District  
Hickman Community Charter District  
Hughson Unified School District  
Keyes Union School District  
Knights Ferry School District  
La Grange School District  
Newman- Crows Landing  
Oakdale Joint Unified School District  
Paradise Elementary School District  
Patterson Joint Unified School District  
Riverbank Unified School District  
Roberts Ferry Union School District  
Salida Union School District  
Shiloh School District  
Stanislaus Union School District  
Sylvan Union School District  
Turlock Unified School District  
Valley Home Joint School District  
Waterford Unified School District

join together with the Stanislaus County Office of Education (SCOE) which is considered an LEA for purposes of this agreement to adopt a plan in accordance with California Education Code to assure access to special education and services for all individuals with exceptional needs residing in the geographic area served by these districts hereafter known as the Stanislaus County Special Education Local Plan Area (Stanislaus County SELPA). In adopting the completed plan, each participating Local Education Agency (LEA) agrees to carry out the duties and responsibilities assigned to it within the plan. Participating agencies may enter into additional contractual arrangements to meet the requirements of applicable federal and state law.

## STANISLAUS COUNTY SELPA LOCAL PLAN

### A. DESCRIPTION OF GOVERNANCE STRUCTURE

#### GENERAL DESCRIPTION

The Stanislaus County SELPA is comprised of twenty-four school districts and the Stanislaus County Office of Education (Local Education Agencies or LEAs) who have joined in a cooperative effort to provide for the coordinated delivery of programs/ services and assurance of equal access to such programs and services to eligible persons with disabilities requiring special education in the services region. The Stanislaus County Office of Education (SCOE) is designated as the Administrative Unit (AU) for the Stanislaus County SELPA. It shall be responsible for functions such as, but not limited to:

1. Receipt and distribution of funds including Regionalized Services and Program Specialist revenues to accounts exclusively designated by the SELPA.
2. Provision of designated services as specified in the "Agreement for Services as Administrative Unit."

Through a Joint Powers Agreement (JPA), the Stanislaus County SELPA participants designate a Superintendents' Council, which shall be the governing body of the Stanislaus County SELPA. The SELPA staff implements the policies and decisions of the Superintendents' Council. The bylaws are incorporated in the Policies of the Superintendents' Council. Official SELPA documents once referenced in policy are an extension of Superintendents' Council Policy upon adoption and are of equal authority as other forms of policies are approved by the Superintendents' Council as provided in the Joint Powers Agreement. The Policies document is provided to establish direction for all aspects of the Stanislaus County SELPA's function. One example, the Procedural Manual, includes uniform practices to be used by all staff in the provision of special education programs and services in compliance with the law and mutual agreement through the Local Plan.

#### COMPOSITION AND ORGANIZATION OF THE GOVERNANCE COUNCIL

1. The Stanislaus County Special Education Local Plan Area (Stanislaus County SELPA) is governed by a Superintendents' Council comprised of nine (9) voting superintendents from member LEAs.
2. Representation on the Superintendents' Council is as follows: three (3) permanent members (the County Superintendent of Schools and the Superintendents of the two largest (by CBEDS count) member districts within the SELPA. The remaining six (6) members are superintendents elected by the superintendents of Stanislaus County, apportioned according to the districts comprising the SELPA. The apportioned representation is as follows:
  - one for direct service districts
  - two for elementary districts
  - two for unified districts
  - one as a member at large
  - two alternates at large*

## STANISLAUS COUNTY SELPA LOCAL PLAN

3. Members are elected for three (3) year terms. Members can succeed themselves and nominate themselves for office. Terms are from July 1 to June 30. Vacancies are filled by appointment by the Council from the same category as the vacating superintendent and serve the remainder of the unexpired term.
4. ***Alternate members will be elected for three (3) year terms. These members are asked to attend all Superintendents' Council Meetings. They will be requested to sit in for an absent member as needed. The alternate will vote in place of the absent member.***
5. The Stanislaus County SELPA Director shall serve as the Chief Executive Officer and report directly to the Superintendents' Council. The Stanislaus County SELPA Director will have a non-voting status on the Superintendents' Council.
6. The Superintendents' Council shall meet not less than four times per school year. Additional meetings may be called at the request of any representative of the Superintendents' Council pursuant to adopted policies. The Stanislaus County SELPA Director shall be responsible for preparing the agenda and all support materials for each meeting and serve as secretary to the Council. A quorum shall consist of five (5) voting members.
7. The Superintendents' Council will elect a chairperson and vice-chairperson from their members. The term of office shall be one year. Each of these officers shall serve at the pleasure of the Superintendents' Council until a successor is elected. Elections are held the first meeting of the fiscal year or as scheduled by Superintendents' Council action. New officers are to take office at the first meeting of the new fiscal year.
8. The functions of the Superintendents' Council consist of the adoption of policies designed to give direction to the Stanislaus County SELPA in the areas to include, but not be limited to, matters of personnel, budget, policy, and contracts. The Superintendents' Council shall evaluate the performance of the Stanislaus County SELPA Director.
9. All meetings of the Superintendents' Council shall be held according to law.

### REQUEST FOR SELPA MEMBERSHIP: LEAs AND CHARTER SCHOOLS

A request by a Local Education Agency (LEA) or a charter school to participate as a local educational agency in the Stanislaus County SELPA special education local plan will not be treated differently from a similar request made by a school district. In reviewing and approving a request by the LEA or a charter school to participate as a local educational agency in the Stanislaus County SELPA, the following requirements shall apply:

The LEA or charter school shall participate in state/federal funding for special education and the allocation plan developed in the same manner as other local educational agencies of the SELPA.

## STANISLAUS COUNTY SELPA LOCAL PLAN

The LEA or charter school shall participate in the governance of the SELPA in the same manner as other local educational agencies (LEA) of the SELPA.

The approval of additional members to the Stanislaus County SELPA by the Superintendents' Council shall be followed by a redrafting of a new local plan and action by each member's governing body.

### RESPONSIBILITY OF PARTICIPATING AGENCIES

Each participating LEA is responsible for implementing those services assigned to the local agency herein and provided for in local budget plans. Each LEA provides assigned programs and services through its own facilities and staff.

However, when an LEA is unable to provide an appropriate program for an individual pupil, that LEA shall, in cooperation with the SELPA/County Program Specialists, arrange for an appropriate placement, through an Individualized Education Team, in a Stanislaus County program or in another LEA within the Stanislaus County SELPA. If such placement is not possible, the Stanislaus County SELPA Director will assist the district in a placement outside of the Stanislaus County SELPA. The Stanislaus County Office of Education shall perform the services of an LEA for persons with disabilities residing in Juvenile Court Schools in the Stanislaus County SELPA.

Stanislaus County has more than one Local Plan Area and the Stanislaus County Office of Education (SCOE) provides special education services to more than one SELPA, therefore, relevant provisions of contracts between the County Office and its employees governing wage, hours, and working conditions shall supersede any like provision contained in the Stanislaus County Local Plan

Transfer of responsibility between the elementary and high school districts occurs during the school year in which the student becomes 14.9 years old on or before September 1, unless otherwise accomplished through graduation from the 8<sup>th</sup> grade or IEP Team decision. Whatever the decision, the LEA responsibility shifts to the high school district at the time of transfer.

### LEA BOARDS OF EDUCATION

LEA Boards shall:

1. Exercise authority over, assume responsibility for, and be fiscally accountable for special education programs operated by the LEA.
2. Enter into agreements with other LEAs participating in the plan, for purpose of delivery of services and programs.
3. Review and approve revisions of the Stanislaus County SELPA Local Plan for Special Education.
4. Participate in the governance of the Stanislaus County SELPA through their designated representative to the Superintendents' Council.



## STANISLAUS COUNTY SELPA LOCAL PLAN

5. Appoint members to the Community Advisory Committee (CAC).

### SELPA POLICY

#### Procedures for Development:

Policies governing the Stanislaus County SELPA shall be adopted by the Superintendents' Council and are included as part of the Local Plan. The Council shall be advised by the Stanislaus County SELPA Director who shall, in turn, be advised by the Program Advisory Committee (PAC), the Business and Program Committee (B&P), and the Community Advisory Committee (CAC). Input may be received from parents, staff, public and non-public agencies and members of the public at large. Individuals wishing an opportunity to address the Council on a particular agenda item or have the council consider a topic are invited to complete a Request to Address Superintendents' Council form, which is available at the SELPA office. The Superintendents' Council shall review the Stanislaus County SELPA Local Plan and recommend modifications as necessary. All such modifications shall be subject to appropriate statutory and locally defined input process prior to incorporation in this plan. The Stanislaus County SELPA Director, with the Program Advisory Committee and Business and Program Committee, shall assist the Superintendents' Council with these reviews.

The Superintendents' Council shall be the policy making body for the Stanislaus County SELPA and its member LEAs. The policies and procedures adopted by the Superintendents' Council under the authority of the adopting LEA board have the same status as other LEA board policy.

#### The Superintendents' Council shall:

- Develop a Joint Powers Agreement to define operations of the SELPA
- Coordinate and implement the Stanislaus County SELPA Local Plan
- Adopt policy for the Stanislaus County SELPA
- Appoint the Stanislaus County SELPA Director
- Evaluate the Stanislaus County SELPA Director
- Approve agreements for Regionalized Services
- Adopt an operations budget for the Stanislaus County SELPA including regionalized services and program specialist
- Approve interagency agreements
- Approve the Annual Budget and Service Plan for submission to the state
- Monitor compliance as required by law
- Provide for an annual audit of all income and expenditures, as required by law
- Receive recommendations from the CAC, PAC, B & P, LEA Boards, as well as other concerned agencies and individuals
- Facilitate interagency coordination and development of agreements
- Facilitate non-public school/agency coordination and development of master contracts including rate setting on behalf of member LEAs and uniform procedures for individual service agreements
- Decide disputes between participating LEAs that arise concerning special education related matters or related to the interpretation of the Local Plan or Joint Powers Agreement (JPA) as well as other agreements or policies between or among the LEAs

## STANISLAUS COUNTY SELPA LOCAL PLAN

- Resolve disputes between SELPAs
- Resolve transportation issues in accordance with the contract between the Stanislaus County SELPA; the Modesto City SELPA and/or the transportation provider for the SELPAs

LEA Responsibilities: Policies Addressing LEA Responsibilities shall include, but not be limited to:

- Child Find
- Procedural safeguards
- Records and report requirements
- Programs and services
- Students and eligibility criteria
- Uniform procedures for notification, identification, referral, assessment, Individualized Education Plan (IEP) development, implementation, and review, and placement
- Transportation
- Complaints and hearings
- Private Schools
- Personnel Standards
- Participation in state/district-wide assessments
- Hospital/Foster/Licensed Children Institution (LCI)/Juvenile Court schools
- Equipment and services
- Consideration of general education resources after referral

Regionalized Services: Policies Addressing Regionalized Services shall include but not be limited to:

- Provision of program specialist service
- Evaluation, program review, and data collection as required
- Curriculum and program development, as required
- Provision of SELPA personnel and employment standards
- Provision of regionalized staff development
- Resource allocation and distribution according to policy
- Dispute resolution to support parents and LEAs in resolving conflict
- Coordination of necessary services
- Other responsibilities as assigned by Superintendents' Council

Allocation of Resources:

The Stanislaus County SELPA Director shall allocate all resources granted to the Special Education Local Plan Area pursuant to Education Code. Resources will be allocated in accordance with policy and procedures adopted by the Superintendents' Council.

## STANISLAUS COUNTY SELPA LOCAL PLAN

### Disputes Among Members:

Should disputes arise concerning special education related matters or related to the interpretation of this plan between or among the LEAs regarding the scope of the JPA or interpretation of the Local Plan or other matters pertaining to special education, the disputing LEAs shall first attempt to arrive at a settlement. If settlement is not reached at the LEA level, the Stanislaus County SELPA Director shall mediate the dispute. Any dispute not successfully resolved by the Stanislaus County SELPA Director shall be referred to the Superintendents' Council.

The Superintendents' Council shall hear the facts of the dispute and shall render a written decision on the matter which shall be binding on the parties.

## B. ADMINISTRATIVE FUNCTIONS

### 1. SELECTION OF RLA AND EMPLOYMENT OF SELPA STAFF

The Stanislaus County Office of Education (SCOE) shall serve as the Administrative Unit. Should the Superintendents' Council determine to designate a different agency as the AU or should the Stanislaus County Office of Education choose not to serve as the AU, the Superintendents' Council or the Stanislaus County Office of Education, whichever party seeks the change, shall notify the other party of its decision by the January 1 preceding the fiscal year when the change will be effected. In any fiscal year should the Superintendents' Council choose to contract with an agency other than the AU to perform some or all of the services which the AU has been performing, it shall notify the AU by January 1 preceding the fiscal year when the change will be effected.

### 2. STANISLAUS COUNTY SELPA DIRECTOR

The Stanislaus County SELPA Director shall serve as the chief administrator of the SELPA to operate the JPA on behalf of the member LEAs and implement the Local Plan for Special Education including the following:

1. Provide overall coordination of the Local Plan and JPA implementation.
2. Serve as the Chief Executive Secretary to the Superintendents' Council.
3. Arrange for meetings; establish agendas, and record minutes as appropriate for the Superintendents' Council.
4. Implement the regionalized services of the SELPA:
  - a. Administer staff development programs.
  - b. Coordinate program review.
  - c. Supervise data collection, information management and reporting.
  - d. Coordinate curriculum and program development.
  - e. Coordinate ongoing monitoring of Local Plan implementation through program review.
  - f. Assign, supervise and evaluate SELPA staff.
  - g. Supervise other matters related to the representation and operation of the SELPA.

## STANISLAUS COUNTY SELPA LOCAL PLAN

5. Coordinate the business operations for the Stanislaus County SELPA.
6. Hire, supervise, evaluate and discipline staff employed by the SELPA in support of the Local Plan.
7. Assist in the development of the annual budget plan and annual SELPA operations budget.
8. Allocate and distribute funds to LEAs for the operation of special education programs and services in accordance with policy.
9. Coordinate the funds for low incidence services, equipment and materials in accordance with established procedures and state and federal law.
10. Complete reports for the Stanislaus County SELPA and individual districts in accordance with state priorities criteria, and Education Code.
11. Apply for discretionary funds and other grants that become available to the Stanislaus County SELPA.
12. Monitor the appropriate use of federal, state, and local funds allocated for special education programs.
13. Prepare and submit to the State Department of Education all reports required for the Stanislaus County SELPA.
14. Assist in the development and coordinate the implementation of agreements and contracts with non-public schools/agencies providing services to exceptional students.
15. Assist in the development and coordinate the implementation of agreements with other SELPAs and agencies.
16. Assist in the identification of special education program and service needs for Stanislaus County SELPA .
17. Request input from the LEAs regarding regionalized and program specialist services.
18. Coordinate and facilitate the establishment of Stanislaus County SELPA standards, procedures, processes and regulations for the implementation of the Local Plan.
19. Participate or designate appropriate personnel to participate in IEP Team meetings for students considered for placement in other LEAs, other SELPAs, and/or non-public school placements.
20. Provide technical assistance to LEA administrators.
21. Provide technical assistance to LEAs in due process and complaint procedures as well as represent, or designate appropriate personnel to represent, the SELPA in due process and complaint procedures.
22. Act as a liaison between and among the Stanislaus County SELPA, the State Department of Education, the Superintendents' Council, Program Advisory Committee, Business and Program Committee, the Community Advisory Committee, Federal Departments and elected government officials.
23. Update Superintendents' Council and Program Advisory Committee, Business and Program Committee, and Community Advisory Committee on legislative changes, proposal, trends, and related concerns.
24. Provide leadership for special education within the Stanislaus County SELPA

3. PROGRAM SPECIALIST SERVICES

In the Stanislaus County SELPA, Program Specialist services are provided as part of the Regionalized Services.

Role and Function of Program Specialists provide a range of services in both public and non-public, non-sectarian schools as well as with non-public agencies to include:

1. Observe, consult with, and assist regular and special education staff.
2. Plan programs, coordinate curricular resources, and evaluate effectiveness of programs for individuals with exceptional needs.
3. Assist with staff development, program development, and innovation of special methods and approaches.
4. Support the assurance that pupils have full educational opportunity regardless of the district of residence.
5. Work on a consultative basis with principals and administrators who operate special education programs.
6. Coordinate placement of students outside their district of residence.
7. Assist with dispute resolution and legal compliance.
8. Serve as liaison and consultant to other professionals, appropriate agencies and the community.

4. PROGRAM ADVISORY COMMITTEE (PAC), BUSINESS AND PROGRAM COMMITTEE (B & P)

1. The coordination and implementation of the Stanislaus County Special Education Local Plan shall be the responsibility of the Stanislaus County SELPA Program Advisory Committee and Business and Program Committee. These committees shall be composed of the Special Education Administrators from each of the twenty-five (25) participating Districts and the County Office of Education in the Local Plan Area.
2. The Stanislaus County SELPA Director is an ex-officio member and serves as Secretary of the committees.
3. The Program Advisory Committee and the Business and Program Committee shall meet monthly during the school year or as needed.
4. The Program Advisory Committee and Business and Program Committee shall be responsible for implementing policies of the Superintendents Council and for carrying out the day-to-day operations of the LEA programs.
5. The Program Advisory Committee and Business and Program Committee make recommendations to the Stanislaus County SELPA Director regarding the development of policies and regulations as well as the general operations of the SELPA. These recommendations are to include, but not be limited to, the following:
  - a. establishment of priorities for the provision of services.
  - b. modification of the Local Plan.
  - c. development of the Stanislaus County SELPA budget.
  - d. evaluation of Personnel Development activities.

## STANISLAUS COUNTY SELPA LOCAL PLAN

- e. development of the resource allocation policies.
- f. development of the service delivery policies.
- 6. In addition, the Program Advisory Committee and Business and Program Committees will be responsible for:
  - a. Coordination of SELPA provided regionalized services with LEA services.
  - b. Coordination of student and program placement.
  - c. Coordination of transportation services.
- 7. The Program Advisory Committee and Business and Program Committee and/or the SELPA Director may create standing committees to assist with these recommendations.

The Program Advisory Committee and Business and Program Committee may be assigned other responsibilities by the Superintendents' Council.

### 5. COMMUNITY ADVISORY COMMITTEE (CAC)

The Stanislaus SELPA Community Advisory Committee (CAC) is comprised of parents of persons with disabilities enrolled in public or non-public schools within the Stanislaus County SELPA and may include pupils and adults with disabilities; general education teachers, special education providers, and other school personnel within the Stanislaus County SELPA; representatives of other public and non-public agencies, and persons concerned with the education of persons with disabilities. The school boards of the participating Local Education Agencies (LEAs) shall appoint one member and alternates to the CAC. The Superintendents' Council shall establish policies for the operation of the CAC in accordance with state regulations for CAC responsibilities.

**JOINT EXERCISE OF POWERS AGREEMENT**

A. PARTIES

The parties listed below mutually agree and promise as follows:

The Boards of Education of:

- Ceres Unified School District
- Chatom Union School District
- Denair Unified School District
- Empire Union Elementary District
- Gratton School District
- Hart-Ransom Union School District
- Hickman Community Charter District
- Hughson Unified School District
- Keyes Union School District
- Knights Ferry School District
- La Grange School District
- Newman-Crows Landing
- Oakdale Joint Unified School District
- Paradise Elementary School District
- Patterson Joint Unified School District
- Riverbank Unified School District
- Roberts Ferry Union School District
- Salida Union School District
- Shiloh School District
- Stanislaus County Office of Education
- Stanislaus Union School District
- Sylvan Union School District
- Turlock Unified School District
- Valley Home Joint School District
- Waterford Unified School District

B. PURPOSE

The purpose of this Joint Powers Agreement (JPA) is to provide for the joint operation of the Stanislaus County Special Education Local Plan Area (Stanislaus County SELPA), an agency, which is separate from the parties to this Agreement. This agency shall designate an Administrative Unit (AU) to provide services for the Stanislaus County SELPA. The roles and responsibilities of the AU shall be defined in a written agreement.

C. AUTHORITY

This Joint Powers Agreement is entered into pursuant to Education and Government Code.

STANISLAUS COUNTY SELPA LOCAL PLAN

D. ADMINISTRATION AND GOVERNANCE

1. The parties hereto hereby create the Stanislaus County SELPA, which will be a separate public agency responsible for administering the Agreement and the Local Plan.
2. The Stanislaus County SELPA shall be governed by the Superintendents' Council, which shall be comprised of nine (9) voting superintendents from member Local Educational Agencies (LEA). The composition of the voting membership of the Council will be as follows:

|  |          |
|--|----------|
| Stanislaus County Superintendent       | 1        |
| Turlock School District                | 1        |
| Ceres School District                  | 1        |
| Direct Service District Representative | 1        |
| One Elementary District                | 1        |
| One Elementary District                | 1        |
| One Unified District                   | 1        |
| One Unified District                   | 1        |
| One Member-At-Large                    | 1        |
| <b>Total</b>                           | <b>9</b> |

3. Members shall be elected for three (3) years. Annual term shall be from July 1 to June 30, although appointments or selection of substitute superintendent by the same region superintendent may occur at any time as provided above. ***Two (2) Alternates at large will be elected for three (3) year terms. These members are asked to attend all Superintendents' Council meetings. They will be requested to sit in for an absent member as needed. The alternate will vote in place of the absent member.***
4. The Stanislaus County SELPA Director shall serve as the Chief Executive Officer, and report directly to the Superintendents' Council. The Stanislaus County SELPA Director will have a non-voting status on the Superintendents' Council.
5. The Superintendents' Council shall meet not less than four times per school year. Additional meetings may be called at the request of any representative of the Superintendents' Council pursuant to adopted policies. The Stanislaus County SELPA Director shall be responsible for preparing the agenda and all support materials for each meeting, and serve as secretary to the Council. A quorum shall consist of five (5) voting members.



## STANISLAUS COUNTY SELPA LOCAL PLAN

6. The Superintendents' Council will elect a chairperson and vice-chairperson from their members. The term of office shall be one year. Each of these officers shall serve at the pleasure of the Superintendents' Council until a successor is elected. Elections are held the first meeting of the fiscal year or as scheduled by Superintendents' Council action. New officers are to take office at the first meeting of the new fiscal year.
7. The functions of the Superintendents' Council consist of the adoption of policies designed to give direction to the SELPA in the areas to include, but not be limited to, matters of personnel, budget, policy, and contracts. The Superintendents' Council shall evaluate the performance of the Stanislaus County SELPA Director and shall receive ongoing assessment reports of LEA programs and services from the Stanislaus County SELPA Director.
8. All meetings of the Superintendents' Council shall be held according to law.

### E. AUDITING AND ACCOUNTING SERVICES

The Auditor-Controller of Stanislaus County, the Stanislaus County Assistant Superintendent of Business shall perform the Auditor-Controller and Treasurer functions prescribed by Government Code Sections 6505 and 6505.5 in the same manner that they perform these functions for school districts. The approval of demands for which the County Superintendent of Schools shall draw warrants shall be performed in accordance with the policies and procedures adopted by the Superintendents' Council, subject to the review and approval of the County Superintendents of Schools, as required by Education Code Sections 42633 and following. There shall be strict accountability of all funds. All revenues and expenditures shall be reported to the Superintendents' Council. The SELPA Director shall have the responsibility of authorizing disbursements and entering into agreements on behalf of the Stanislaus County SELPA.

### F. POWERS OF THE STANISLAUS COUNTY SELPA

The Stanislaus County SELPA's powers shall include but are not limited to the following:

1. To make and enter into contracts.
2. To employ agents or employees or to utilize the services of personnel of the parties when such services are offered by the parties.
3. To acquire, construct, manage, maintain or operate any buildings, work or improvements.
4. To acquire, hold or dispose of property.
5. To sue and be sued in its own name.
6. To incur debts, liabilities or obligations.
7. To apply for, accept, receive, and disburse funds and grants from any agency of the United States of America, the State of California, or any other public agency.
8. To invest any money pursuant to the Government Code Section 6505.5 that is not required for the immediate activities of the Stanislaus County SELPA, as the Superintendents' Council determines is advisable, in the manner and on the same conditions as local agencies, pursuant to Government Code Section 53601.
9. To adopt policies governing the operations of the Stanislaus County SELPA as outlined in the Local Plan.
10. To carry out and enforce all the provisions of this Agreement.

## STANISLAUS COUNTY SELPA LOCAL PLAN

The powers listed above shall be exercised in the manner provided in the law and be subject only to the restrictions upon the manner of exercising such powers as are imposed upon LEAs in the exercise of such power.

### G. POWERS OF LEAs

The governance of LEA special education programs shall be the responsibility of LEA governing boards. LEA governing boards shall have and retain authority to receive and budget all special education income allocated by the Superintendents' Council to LEAs for programs and services provided by LEAs in accordance with the Local Plan, SELPA policies, State and Federal regulations.

### H. FUNCTION OF THE STANISLAUS COUNTY SELPA

The Stanislaus County SELPA shall be responsible for the following:

1. In conjunction with the LEAs who are parties to this Agreement, develop a local plan for the education of individuals with exceptional needs in accordance with the requirements of State and Federal laws and regulations.
2. Coordinate the implementation of Local Plan.
3. The Superintendents' Council shall be the policy making body for the Stanislaus County SELPA and its member LEAs. The policies and procedures adopted by the Superintendents' Council under the authority of the adopting LEA board have the same status as other LEA board policy.

The Superintendents' Council shall:

- Develop a Joint Powers Agreement to define operations of the SELPA
- Coordinate and implement the Stanislaus County SELPA Local Plan
- Adopt policy for the Stanislaus County SELPA
- Appoint a Stanislaus County SELPA Director
- Evaluate, decide disputes, and disciplines the Stanislaus County SELPA Director
- Approve an agreement for Regionalized services
- Adopt an operations budget for the Stanislaus County SELPA including regionalized services and programs specialists funds
- Approve Interagency agreements and Inter-SELPA agreements
- Approve the Annual Budget and Allocation Plan for submission to the state
- Approve the Annual Service Plan for submission to the state
- Monitor compliance as required by law
- Provide for an annual audit of all income and expenditures, as required by law
- Receive recommendations from the CAC, Program Advisory Committee, Business and Program Committee, LEA Boards, and other concerned agencies and individuals
- Decide disputes, if any, between participating LEAs that arise concerning special education related matters or related to the interpretation of the Local Plan or this JPA, and other agreements or policies between or among the LEAs

## STANISLAUS COUNTY SELPA LOCAL PLAN

- Approve Transportation contract/resolve disputes in accordance with the Transportation contract

Policies Addressing LEA Responsibilities shall include but not be limited to:

- Child Find
- Procedural safeguards
- Records and report requirements
- Programs and services
- Students and eligibility criteria
- Uniform procedures for notification, identification, assessment, Individualized Education Plan (IEP) development, implementation, and review, and placement
- Transportation
- Complaints and hearings
- Private Schools
- Personnel Standards
- Participation in state/district-wide assessments
- Hospital/Foster/LCI/Juvenile Court schools
- Equipment and services
- Consideration of general education resources after referral

Policies Addressing Regionalized Services shall include but not be limited to:

- Interagency coordination and development of agreements
- Non-public school/agency coordination and development of master contracts including rate setting on behalf of member LEAs and uniform procedures for individual service agreements
- Provision of Program Specialist service
- Evaluation, program review, and data collection as required
- Curriculum and program development, as required
- Provision of SELPA personnel and employment standards
- Provision of regionalized staff development
- Resource acquisition
- Resource allocation and distribution according to policy
- Dispute resolution to support parents and LEAs in solving conflict
- Coordination of necessary services
- Other responsibilities as assigned by Superintendents' Council

4. The SELPA Director is authorized by the Superintendents' Council to implement Stanislaus County SELPA Policies and Regulations and specific Superintendents' Council actions on behalf of the Superintendents' Council and the Stanislaus County SELPA. These responsibilities include but are not limited to the signing of official documents, State reports and authorization of expenditures.

[56205(a)(12)(D)(ii)]



# **APPENDIX**

## **Part C Infant to Preschool Transition – Interagency Agreement**

*INTERAGENCY AGREEMENT*

**STANISLAUS COUNTY**

**SPECIAL EDUCATION  
LOCAL PLAN AREA**

*AND*

**VALLEY MOUNTAIN REGIONAL CENTER**

**2007**

**SPECIAL EDUCATION LOCAL PLAN AREA (SELP A)  
VALLEY MOUNTAIN REGIONAL CENTER (VMRC)**

**MEMORANDUM OF AGREEMENT**

I. Administration:

VMRC WILL:

1. Designate a liaison person who will be responsible for facilitating interaction.
2. Assist in the identification of resources that may facilitate implementation of the IEP.
3. Provide the SELPA with a current staff roster each August as requested identifying names/and positions.
4. Designate one or more employees to participate on the CAC, Transition, and other joint committees.
5. Work cooperatively with the SELPA with regard to the review and implementation of this agreement, the Transition, Early Start, and Autism Services Agreement.
6. Hold at least two joint training sessions with the SELPA annually.

SELPA WILL:

1. Designate a liaison person who will be responsible for facilitating interaction with VMRC.
2. Assist in the identification of resources that may facilitate implementation of the IEP.
3. Provide VMRC with a current staff roster each August identifying names, positions, and phone numbers of program managers. The liaisons will be identified on the list.
4. Provide a facilitator to the CAC and designate an employee for the Transition committee.
5. Work cooperatively with VMRC with regard to the review and implementation of this agreement, the Transition, Early Start, and Autism Services Agreement.
6. Hold at least two joint training sessions with VMRC annually.

STANISLAUS COUNTY SELPA LOCAL PLAN

II. Outreach Program/Child Find VMRC WILL:

1. Refer all infants, preschool and school age children who may need special education and who are not enrolled in a school program to their school district office for educational assessment and program planning.
2. Furnish the SELPA with a list of school age children receiving services from, VMRC, including the service coordinator, twice each year at mutually agreed upon intervals, including those students who live in licensed children's facilities (LCI's and Foster Family Homes) and the name of the facility.
3. Accept first time SELPA referrals for eligibility screening for VMRC services, and referrals provided that they meet mutually agreed upon criteria.
4. Notify the County Office of Education and the appropriate SELPA of the proposed placement in a licensed residential facility of an child potentially eligible for special education prior to LCI placement in accordance with Government Code 7579, within five (5) working days in the case of an emergency.
5. Provide information and community education regarding VMRC services and available community services to the general public, and
6. Meet with SELPA periodically to discuss transitioning of infants into preschool programs.

SELPA WILL:

1. Notify each appropriate special education student and/or family of the services available from VMRC.
2. Assist VMRC in identifying appropriate preschool programs for children age 3 years to 4 years, 9 months who are not eligible for special education.
3. Refer children suspected of having a developmental disability to VMRC for intake services, if parents so authorize, in accordance with agreed upon criteria.
4. Accept appropriate referrals from VMRC of children 0-21 years of age for educational assessment.
5. Provide information and community education regarding special education services to the general public.
6. Meet with VMRC periodically to discuss transition of infant into preschool programs.



III. Exchange of Information

VMRC WILL:

1. Disseminate information on services, policies, and procedures (such as confidentiality requirements).
2. Secure parental permission to share authorized VMRC information including assessment data that is relevant to the development of the client's Individual Educational Program (IEP) and other educational services.
3. With parental consent, notify the SELPA's contact person of the client's initial individual program plan (IPP) development meeting within a reasonable period of time and request the school's participation and/or written input. **A copy of the IPP released by signature of Parent/Guardian shall be provided to SELPA.**

SELPA WILL:

1. Disseminate information on services, policies, and procedure (such as confidentiality requirements).
2. Provide VMRC, with pupil assessment/diagnostic/IEP data released by parent/guardian signature(s) on appropriate SELPA or VMRC consent forms.
3. Notify VMRC, simultaneous with parent/guardian notification, of the initial IEP development meeting and any IEP development meeting and any IEP reviews within a reasonable period of time prior to meeting.

IV. Assessment of Pupils/Consumers

VMRC WILL:

1. Provide and/or procure psychological, medical and other necessary assessments for completion of VMRC client base for:
  - Establishment of a diagnosis
  - Determination of eligibility
  - Planning the Individual Program Plan (IPP)
2. Refer appropriate individuals to SELPA of residence for assessment to determine special education needs.
3. Provide and/or procure specialized assessments that are specified in the client's IPP and are not the responsibility of the SELPA.

STANISLAUS COUNTY SELPA LOCAL PLAN

4. Assist parents in obtaining independent assessments as appropriate.

SELPA WILL:

1. Assess for possible special education placement when parents, guardians or other legally designated educational representative consent to such assessment.
2. Coordinate, as appropriate, with VMRC in the development of an assessment plan.
3. Assess the pupil in areas related to the suspected disability, as specified in the assessment plan, and avoid duplication of recent assessments when possible.
4. Provide assessments in areas specified by the assessment plan and/or IEP.
5. Refer potential regional center consumer to VMRC for appropriate assessment.

V. IEP and IPP Development

VMRC WILL:

1. Recognize that the IEP procedure benefits all parties, including the parent and student.
2. Include the IEP as the educational part of the student's IPP, and make no changes in the IEP except by agreement of the student's IEP team.
3. Have staff available to participate in the development and review of the IEP for VMRC clients.
4. Be responsible for assuring the provision of residential costs relating to placement of VMRC consumer in the licensed residential facilities, when such placement is determined to be for other than educational reasons or when VMRC makes a unilateral placement decision, except when otherwise adjudicated.
5. Be responsible for conducting activities to achieve the stated objectives in the IPP, but not in the IEP.
6. Cooperate in planning for Transition Services and planning for school to work and employment opportunities.

SELPA WILL:

1. Have the responsibility for identification of the IEP team leader and convene the meeting. The IEP shall constitute the education section of the IPP and will be forwarded to VMRC upon completion with parental permission.

## STANISLAUS COUNTY SELPA LOCAL PLAN

2. Designate the primary staff member(s) when requested to participate in IPP meetings, and/or, with parental written consent, submit written information to the IPP meeting.
3. When the IEP Team determines that an appropriate educational placement for a SELPA resident is not available within the public school sector, seek placement in an appropriate educational program, which can fulfill the requirements of an IEP and shall be responsible for assuring all educational and related residential costs are met.
4. Be responsible for conducting activities to achieve the stated objectives in the IEP.
5. When possible, utilize only non-public schools and agencies that are certified by the Special Education division of the Department of Education, and
6. Whenever possible, will schedule IEP/IPP meetings concurrently.
7. Cooperate in planning for Transition Services and planning for school to work and employment opportunities.

### VI. Transportation/Respite Services

#### VMRC WILL:

1. Attempt to arrange out-of-home respite care within the student's SELPA.
2. If unable to accomplish #1 above, consult with SELPA staff regarding the feasibility of transportation from the SELPA area within the respite facility is located; recognizing that some respite placements may result in no availability of school- provided transportation.
3. Help parents seek alternative sources of funding when excess transportation costs occur as a result of respite care placement, since the SELPA is not responsible for these excess costs when the respite is for non-educational reasons.
4. Notify the SELPA as soon as VMRC is aware of a consumer's out-of-home respite care placement.

#### SELPA WILL:

1. Consult and coordinate with VMRC staff regarding pupil transportation services resulting from provision of out-of-home respite care when said care is for other than educational reasons.
2. Not be responsible for excess costs incurred for transportation services when pupil residential movement is for other than educational reasons.

STANISLAUS COUNTY SELPA LOCAL PLAN

VII. Related Services to Pupils/Clients

VMRC WILL:

1. Provide or procure evaluations and/or services for a consumer who is not eligible for public school program, if indicated in the IPP.
2. Provide non-educationally related social, psychological and/or psychiatric and other medical services for a consumer enrolled in a public school program either through direct provision, referral to appropriate agency or purchase.
3. Provide non-educationally specialized equipment through purchase or referral for in a public school program.
4. Provide through direct service, referral or purchase those services specified in the IPP and not included in the IEP.

SELPA WILL:

1. Provide educationally related services as detailed in the IEP.
2. Provide designated instruction and services as detailed in the IEP.
3. Provide specialized equipment for individuals enrolled in a special education program as specified in the IEP, but not for the permanent and exclusive use of anyone individual.
4. Provide transportation to and from educational programs and related services as determined by the IEP team.
5. Refer to CCS for assessment/provision of occupational and physical therapy services as appropriate.
6. Refer to County Mental Health services for assessment/provision of all appropriate services.
7. Provide vision, audiological and health screenings as prescribed by law.

VIII. Pupil's /Parent's Rights and Protections

VMRC WILL:

1. Advocate for VMRC clients.
2. Explain to parents fair hearing procedures used by VMRC.
3. Cooperate with the SELPA in exploring appropriate informal methods of

## STANISLAUS COUNTY SELPA LOCAL PLAN

4. Explain to parents compliance and due process procedures used by SELPA if parents request assistance.
5. Provide to parents, the state or local education agency all pertinent and requested information needed for compliance and due process procedures, provided written parental consent is given.
6. Advise parents that all sections of the IPP, excluding the IEP, shall be subject to fair hearing procedures as established by law and that the IEP section of the IPP is subject to the educational compliance and due process procedures.

### SELPA WILL:

1. Maintain advocacy role for all pupils enrolled in special education,
2. Cooperate with VMRC in exploring appropriate informal methods of resolving concerns prior to supporting initiation of formal procedures,
3. Notify all parents of special education students and VMRC of the procedures for requesting a review of IEPs or initiating due process procedures,
4. Notify all parents of special education students of their rights and protections under the law pertaining to the education of their child,
5. Advise all such parents that only the IEP section of the IPP is subject to the educational compliance and due process procedures,
6. Implement Hughes Bill guidelines for behavioral restraints of individuals with serious behavior problems. If emergency restraint is required, the parent/guardian/care provider and VMRC case manager will be notified immediately,
7. Include in the IEP any behavioral restraint prior to its implementation.
8. Provide to parents, the state of local education agency all pertinent and requested information needed for compliance and due process procedures, provided written parental consent is given.

## IX. Client/.Pupil Relocation

### VMRC WILL:

1. When proposing to relocate clients/pupils in the community or when making a placement from a state developmental center, notify and request the assistance of the special education administrator of the district, special education services region, or county office in identifying the availability of the appropriate special education and related services prior to effecting the relocation.

STANISLAUS COUNTY SELPA LOCAL PLAN

2. Consider the availability of programs meeting the client's/pupil's educational needs when assisting families in making relocation decisions.
3. When a residential placement is changed on an emergency basis, SELPA Director will be notified within 24 hours.

SELPA WILL:

1. Assist in the identification of the availability of the appropriate special education programs and related services for pupils/clients within the proposed area to relocation.
2. The behavior significantly interferes with the implementation of the goals and objectives of the student's IEP; or other severe behavior problems that have been unsuccessfully addressed by previous behavior interventions.

**MEMORANDUM OF AGREEMENT**

***APPROVAL***

The Term of this Memorandum of Agreement between Stanislaus County of Education Special Education Local Plan Area and Valley Mountain Regional Center begins upon signature and shall continue until such time either agency amends or terminates the agreement with thirty (30) day written notice. New laws or regulations implemented during the effective period of the agreement shall have precedence over any of the provisions contained herein.

**VALLEY MOUNTAIN REGIONAL CENTER**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Richard W. Jacobs, Executive Director

**STANISLAUS COUNTY OFFICE OF EDUCATION,  
SPECIAL EDUCATION LOCAL PLAN AREA**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Regina A. Hedin, SELPA Director