



**AGENDA**  
**Operational Steering Committee**  
**November 5, 2025**  
**8:00 am Open Session**  
**Marin County Office of Education**  
**1111 Las Gallinas Ave**  
**San Rafael, CA**

**1.0 Call Public Session to Order**

Tracy Smith, Superintendent, Novato Unified School District

**Operational Steering Committee:**

Area 1: David Rice, Superintendent, Ross Madera School District

*Area 1 includes Tamalpais UHSD, Larkspur - Corte Madera SD, Ross SD*

Area 2: Tyler Graff, Superintendent, Ross Valley School District

*Area 2 includes Shoreline USD, Lagunitas SD, Ross Valley SD, Nicasio SD*

Area 3: Raquel Rose, Superintendent, Kentfield School District

*Area 3 includes Mill Valley SD, Sausalito Marin City SD, Kentfield SD, Reed SD, Bolinas-Stinson SD*

Area 4: Carmen Diaz Ghysels, Superintendent, San Rafael City Schools

*Area 4 includes Miller Creek SD, San Rafael Elementary SD, San Rafael High SD*

Area 5: Tracy Smith, Superintendent, Novato Unified School District

*Area 5 is the Novato Unified School District*

Area 6: John Carroll, Superintendent, Marin County Office of Education

*Area 6 includes the Marin County Office of Education, Laguna Joint SD*

**Marin County SELPA Staff:**

Rebecca Minnich, SELPA Director

Christine Shields, Assistant Program Manager

**2.0 Establishment of Quorum**

**3.0 Consent Agenda**

*(Members may remove items from the Consent Agenda)*

**3.1 Approval of Minutes from October 1, 2025 OSC Meeting**

**3.2 Approval of Agenda for November 5, 2025 OSC Meeting**

**4.0 Public Comment**

*Government Code § 54954.3 provides that the public will have an opportunity to address the board on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall*

**Rebecca Minnich, SELPA Director**

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*limit comments to five (5) minutes.*

## **5.0 Action Items**

### **5.1 Second Reading: Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools**

*The Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools will be presented for a second reading and consideration of adoption.*

### **5.2 2025 – 2026 Marin County SELPA Annual Goals**

*The 2025 – 2026 Marin County SELPA Annual Goals will be presented for review and adoption.*

## **6.0 Discussion Items**

### **6.1 Program Transfer: Preschool Programs – Revenue Transfer Considerations**

*Information will be shared regarding the current revenue transfer methodology for program transfers and sources of preschool funding for LEAs operating special education preschool programs.*

## **7.0 Information Items**

### **7.1 Marin County Alternative Dispute Resolution Program**

*Information will be presented regarding the activities of the Marin County SELPA Alternative Dispute Resolution Program.*

### **7.2 Special Education Program Development: Update**

*Information will be shared regarding the current interests and needs of Marin County SELPA's member LEAs regarding special education program development.*

### **7.3 Marin County SELPA Special Education Advisory Committee Report**

*Information will be presented regarding the work of the Marin County SELPA's Special Education Advisory Committee.*

## **8.0 SELPA Director's Report**

*Information, communication, and reports will be presented by the SELPA Director.*

## **9.0 Board Member Comments**

*Each member of the Governing Board/Operational Steering Committee may report about various matters related to the SELPA. There will be no Board discussion except to ask questions and refer matters to staff, and no action shall be taken unless listed on a subsequent agenda.*

## **10.0 Future Planning**

Next Meeting Date: December 3, 2025 - 8:00 a.m. – Marin County Office of Education

Rebecca Minnich, SELPA Director  
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## 11.0 Adjournment

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**Annotation – Agenda Items 3.1 & 3.2**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

- 3.1 Approval of Minutes from October 1, 2025 OSC Meeting
- 3.2 Approval of Agenda for November 5, 2025 OSC Meeting

**Item Taken**

Action

**Summary of Key Issues**

The minutes of the October 1, 2025 OSC meeting and the agenda for the November 5, 2025 OSC meeting are presented for adoption.

**Summary of Previous OSC Action**

None

**Recommendation**

The SELPA Director recommends that the Operational Steering Committee approve the Consent Agenda as presented.

**Attachments to this Agenda Item**

Attachment: Minutes, Operational Steering Committee Meeting, October 1, 2025



**MINUTES**  
**Operational Steering Committee**  
**October 1, 2025**  
**8:00 am Open Session**  
**Marin County Office of Education**  
**1111 Las Gallinas Ave, San Rafael**

**1.0 Call Public Session to Order**

Tracy Smith, Superintendent, Novato Unified School District

*Tracy Smith called the meeting to order at 8:04 am.*

**Operational Steering Committee:**

Area 1: David Rice, Superintendent, Ross Madera School District

*Area 1 includes Tamalpais UHSD, Larkspur - Corte Madera SD, Ross SD*

Area 2: Tyler Graff, Superintendent, Ross Valley School District

*Area 2 includes Shoreline USD, Lagunitas SD, Ross Valley SD, Nicasio SD*

Area 3: Raquel Rose, Superintendent, Kentfield School District

*Area 3 includes Mill Valley SD, Sausalito Marin City SD, Kentfield SD, Reed SD, Bolinas-Stinson SD*

Area 4: Carmen Diaz Ghysels, Superintendent, San Rafael City Schools

*Area 4 includes Miller Creek SD, San Rafael Elementary SD, San Rafael High SD*

Area 5: Tracy Smith, Superintendent, Novato Unified School District

*Area 5 is the Novato Unified School District*

Area 6: John Carroll, Superintendent, Marin County Office of Education

*Area 6 includes the Marin County Office of Education, Laguna Joint SD*

**Marin County SELPA Staff:**

Rebecca Minnich, SELPA Director

Christine Shields, Assistant Program Manager

*In attendance: Tracy Smith, John Carroll, Raquel Rose, Tyler Graff (8:05am), Carmen Diaz Ghysels, and David Rice (8:08am).*

**2.0 Establishment of Quorum**

*A quorum was established with four members in attendance at the time the meeting was called to order.*

**3.0 Consent Agenda**

*(Members may remove items from the Consent Agenda)*

**3.1 Approval of Minutes from September 23, 2025 OSC Meeting**

Rebecca Minnich, SELPA Director

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### 3.2 Approval of Agenda for October 1, 2025 OSC Meeting

*The Consent Agenda was approved as presented.*

*Motion: John Carroll*

*Second: Raquel Rose*

*Carried: Unanimous*

### 4.0 Public Comment

*Government Code § 54954.3 provides that the public will have an opportunity to address the board on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall limit comments to five (5) minutes.*

*There was no public comment.*

### 5.0 Action Items

#### 5.1 Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools – First Reading

*The Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools will be presented for a first reading.*

*The SELPA Director presented the Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools for a First Reading. The OSC discussed the policy as presented and recommended the policy be brought to the November OSC meeting for second reading and consideration of adoption.*

*Motion: Carmen Diaz Ghysel*

*Second: Tyler Graff*

*Carried: Unanimous*

### 6.0 Discussion Items

#### 6.1 Program Transfer: Update

*Information will be shared regarding activities related to the Program Transfer Notification received from the Miller Creek School District for the 2026 – 2027 school year.*

*The SELPA Director provided information regarding activities related to the Program Transfer Notification received from the Miller Creek School District for the 2026 – 2027 school year. The SELPA Director shared information about the current revenue transfer model for a Preschool Program Transfer. The OSC discussed the information and requested that the SELPA Director bring further information about fiscal impact of a Preschool Program Transfer to the OSC at the November meeting.*

### 7.0 Information Items

#### 7.1 Marin County SELPA Autism Demonstration Site: Lucas Valley Elementary

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*Information will be shared regarding identified activities to support the implementation of the Marin County SELPA Autism Demonstration site at Lucas Valley Elementary School.*

***The SELPA Director provided information regarding identified activities to support the implementation of the Marin County SELPA Autism Demonstration site at Lucas Valley Elementary School.***

## **7.2 Special Education Program Development & Supporting Inclusive Practices**

*Information will be presented regarding the shared interests of the SELPA's member LEAs regarding inclusive program development and review of the current continuum of services and programs in operation.*

***The SELPA Director presented information regarding the shared interests of the SELPA's member LEAs regarding inclusive program development and review of the current continuum of services and programs in operation. The SELPA Director shared contributing factors, including but not limited to staff capacity, environmental design of classrooms, beliefs and mindset, that need to be considered for program development. The OSC requested the SELPA Director continue to provide informational updates at future OSC meetings regarding program development and provide programmatic information, as appropriate.***

## **7.3 Marin County SELPA Special Education Advisory Committee Report**

*Information will be presented regarding the work of the Marin County SELPA's Special Education Advisory Committee.*

***The SELPA Director provided information regarding the work of the Marin County SELPA's Special Education Advisory Committee.***

## **8.0 SELPA Director's Report**

*Information, communication, and reports will be presented by the SELPA Director.*

***The SELPA Director provided information regarding the following:***

- The Marin County SELPA and Supporting Innovative Practices launched the first of a four-part Inclusion Academy in September. Post session feedback from participants indicated a positive experience and most participants plan to take action to advance inclusion in their school as well as have ideas to apply to their work.***
- Special Education Legislation.***

## **9.0 Board Member Comments**

*Each member of the Governing Board/Operational Steering Committee may report about various matters related to the SELPA. There will be no Board discussion except to ask questions and refer matters to staff, and no action shall be taken unless listed on a subsequent agenda.*

***There were no Board Member comments.***

## **10.0 Future Planning**

Next Meeting Date: November 5, 2025 - 8:00 a.m. – Marin County Office of Education

## **12.0 Adjournment**

*The Meeting was adjourned at 8:58 am.*

*Motion: Carmen Diaz Ghysel      Second: David Rice      Carried: Unanimous*

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**Annotation – Agenda Item 5.1**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

- 5.1 Second Reading: SELPA Policy C-17: Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools

**Item Type**

Action

**Summary of Key Issues**

The current SELPA Policy C-17: Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools is silent on three matters: the collaboration between the SELPA and its member Local Education Agencies regarding activities related to Child Find, Referral, and Assessment; parent consent specific to sharing of information between the District of Location and District of Special Education of Accountability; and, students in transitional kindergarten.

**Summary of Previous OSC Action**

The Marin County SELPA Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools was last revised and approved by the Operational Steering Committee in October 2021.

**Recommendation**

The SELPA Director recommends that the Operational Steering Committee adopt the SELPA Policy C-17: Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools and adopt the policy as presented.

**Attachments to this Agenda Item**

Attachment: Draft Policy C-17: Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools.



**SELPA Policy C-17**

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# **Policy and Procedures for Serving Students with Disabilities Parentally Placed in Private Schools**

Adopted by OSC February 2009  
Revised September 25, 2009;  
May 6, 2020;  
October 6, 2021

The Marin County Special Education Local Plan Area (SELPA) will ensure that school districts locate and identify all children with disabilities enrolled by their parents in private, including religious, elementary schools and secondary schools, pursuant to Education Code 56170.

The SELPA will ensure that each school district will accept and consider referrals for assessment and will offer a free appropriate public education (FAPE) to such children who are determined to be eligible for special education services. These procedures are intended to ensure compliance with all federal and state laws and regulations.

### **Working Definitions**

**District:** All districts located within the Marin County SELPA, excluding the Marin County Office of Education.

**District of Special Education Accountability (DSEA):** Known as “District of Residence (DOR),” referring to the district where the student resides.

**District of Location (DOL):** The district where the private school is located.

**Individual Service Plan (ISP):** A plan developed and implemented for each private school student with a disability who has been designated by the District of Location (DOL) to receive special education or related services.

### **A. Child Find, Referral and Assessment**

1. The Marin County SELPA will:

- a) Provide information for local private schools about the provisions in the Federal Law for students enrolled by their parents in private schools who may be eligible for special education services. Information will include criteria for special education eligibility and special education referral procedures.
- b) Ensure that child find activities undertaken for private school students are comparable to activities undertaken for children with disabilities in public elementary and secondary schools.

2. Districts of Location (DOL) ~~—districts that have private schools within their boundaries,~~ **will in collaboration with the SELPA:**

- a) Identify all private schools within their boundaries that have an affidavit on file with the California Department of Education (Education Code 33190) and

have six or more students enrolled.

b) Between ~~October 1~~ **September 1** and December 1 each year, ask private schools to list all students enrolled in the school who are eligible for special education services, with and without ISPs, and the districts of residence of those children.

c) Provide the district of special education accountability (DSEA) within the Marin County SELPA names of those students identified in each private school who are from their district.

d) Hold at least one annual meeting at which representatives of the private school (including parents) will be given an opportunity to give input about:

i) The child find process

ii) How the consultation process will operate through the school year.

iii) If the private school representatives do not attend, the information will be mailed to them.

e) Obtain written affirmation from each private school within their boundaries that they were given opportunity to participate in a timely and meaningful consultation with the district.

f) Upon request, provide a written explanation to the private school if the district disagrees with the input of the private school.

g) Follow all appropriate policies and procedures for assessment for eligibility for special education services, including:

i.) All Child Find responsibilities for a student whose DSEA is outside of Marin County. If the DSEA is located within Marin County, the DSEA will be responsible for initial and ongoing Child Find obligations following notification by the DOL to the DSEA **with parent consent, unless the parent specifically requests that the DOL conduct the initial assessment..**

ii.) Obtain all information from local private schools regarding pupils with suspected disabilities

iii.) Obtain the Release and Exchange of Information form from the parent and notify the DSEA.

iv.) Complete the assessment and determine eligibility if the DSEA is a district located outside of Marin County. If a Release and Exchange of Information is obtained by the DOL, the DSEA will be invited to the IEP/ISP meeting.

h) If the DSEA is a district within Marin County, **and unless the parent requests assessment by the DOL**, the DSEA will complete the assessment and determine eligibility.

If the parent expresses an interest in having the student attend public school, the DSEA will develop an IEP.

If the parent does not wish to consider an offer of public school, the DSEA will refer the parent back to the DOL to consider development of an Individual Service Plan. The DOL will offer an ISP and review the plan annually, as appropriate.

3. Private schools will:

- a) Refer students for special education instruction and services only after the resources of the general education program have been considered and, where appropriate, utilized.
- b) Direct referrals to the district in which the private school is located (**DOL**) for assessment for eligibility if the DSEA is outside Marin County, or to the DSEA if the DSEA is within Marin County.
- c) Participate on an ongoing basis with the district in which they are located to give input on the provision of special education services

4. Students in Preschool and of Kindergarten Age (**including Transitional Kindergarten**):

- a) Students of preschool age who attend a private school will be served by their DSEA through the IEP process **if the parent consents to the full implementation of the Offer of a Free and Appropriate Public Education (FAPE)**.
- b) **Students of preschool age that attend a nonprofit private preschool connected to an elementary school may be served by the DOL through an ISP.**
- e) ~~Students of kindergarten age but who continue to be enrolled in a preschool program in a private school will be served by their DSEA through the IEP process.~~
- d) Students of kindergarten age and who are enrolled in a private kindergarten program ~~will~~ may be served by the DOL (where the private school is located) through the ~~Individual Services Plan~~ **ISP**.

## **B. Guidelines for Services**

Each district in the Marin County SELPA shall spend a proportionate share of federal funds to provide special education and related services to children with disabilities in private schools as to those spent on children in public schools. These funds may not be used for repair, remodeling or construction of private school facilities. Annually the SELPA Director shall inform each district of the amount of federal special education dollars to be spent on private school students (ages 6-21), based on Fall 1 Census. Each district that has private schools located within its boundaries in the Marin County SELPA shall develop guidelines regarding the special education and related services to be provided to special education eligible students in private schools. Such decisions shall be made after consulting in a timely and meaningful way with representatives of private school(s) within their boundaries and shall include:

1. Which eligible children may receive services;
2. Types of services to be provided (including direct and alternative methods of service delivery);
3. How, where and by whom the services will be provided.

The guidelines will be forwarded to the SELPA. The SELPA will make a compilation of all guidelines available to all districts within the SELPA.

## **C. Initial Individualized Education Program (IEP) Team Meeting**

When all the assessment is completed, the DSEA shall convene the initial IEP team meeting within 60 calendar days, excluding school holidays in excess of 5 days of receipt of the signed Assessment Plan. Representatives of private schools will be invited, with parent permission. If the IEP team determines that the student is eligible for special education services, the IEP team shall develop an appropriate IEP for the student, which serves as an offer of FAPE in accordance with federal and state laws and regulations. Such offer shall be recorded on appropriate IEP forms. If the parent agrees that the IEP would be the appropriate program if the child were enrolled in the public school, and consents to the IEP developed by the IEP team, the IEP shall be implemented by the DSEA without undue delay following the IEP meeting. If the parent agrees that the IEP would be appropriate but declines the IEP developed by the DSEA, the parent shall indicate in writing that they are voluntarily placing their child in a private school. An Individual Services Plan may be developed according to district guidelines by the DOL.

## **D. Individual Services Plan (ISP)**

The ISP will be developed by the district in which the private school is located. The ISP will specify services that the district has determined it will make available, according to its guidelines. No parentally placed private school child with a disability has an individual right to receive some or all of the special education services that the child would receive if enrolled in a public school.

A representative of the private school will be invited to attend the ISP meeting. If the representative of the private school cannot attend the meeting, ~~the district special education case manager~~ a representative of the district of special education accountability will consult with the private school representative by other methods such as sending a copy of the ISP (with parent permission) and/or individual or conference calls.

The services provided pursuant to an ISP may be provided at a private school, including a religious school, to the extent consistent with law. Services must be provided by personnel meeting the same standards as personnel providing the services in public schools. These personnel shall be employees of the district or contractors of the district. However, the Marin County SELPA and/or the district shall not use federal special education funds to finance the existing level of instruction in a private school or to otherwise benefit the private school or the general needs of other students enrolled in the private schools.

If necessary for the child to benefit from or participate in the services provided pursuant to the ISP, a private school child with a disability must be provided transportation to/from the service location. However, districts are not required to provide transportation from home to the private school. The cost of the transportation may be included in calculating whether the district has met the obligation to spend a proportionate share of federal funds on providing special education and related services to private school children with disabilities eligible for special education services as it spends on its children enrolled in public schools.

Any specialized equipment provided to benefit private school children with disabilities shall remain the property of the district and must be able to be removed without remodeling the private school facility. It shall be returned to the district when no longer required by the child, the child is no longer enrolled in the private school, or removal is necessary to avoid unauthorized use.

The district does not have the responsibility to develop/continue an ISP if:

- a) The proportionate share of federal funds has been expended, and
- b) The ~~student's needs~~ needs of the student do not fall within district guidelines for services.

## **E. Review**

If an ISP is developed, it will be reviewed and updated on an annual basis.

## **F. Due Process and Complaints**

Parents will be informed that as long as they continue to place their child in a private school their rights for due process are limited.

A school district is NOT required to pay for the cost of educating a child with a disability at a private school (including special education and related services) if the school district made FAPE available to the child and the parents voluntarily elected to place the child in a private school. No parentally placed private school child is entitled to any service or amount of service that he or she would receive if enrolled in a public school. Disputes regarding

whether a school district made FAPE available to the child via the IEP, as well as disputes about identification and evaluation of parentally placed private school children with disabilities, may be resolved pursuant to due process procedures specified in the “Parent Rights for Special Education.” Due process procedures DO NOT apply to disputes regarding provision of services specified in the ISP. Parents have the right to file a complaint alleging a violation by the SELPA or district in implementation of state or federal law on any other issue, according to complaint procedures specified in the “Parent Rights for Special Education.”

Private Schools may submit a complaint to California Department of Education if they believe that the district did not:

1. Engage in meaningful and timely consultation.
2. Give due consideration to the view of the private school official.

### **G. Record Keeping**

The ~~DOL (where the private school is located)~~ **DSEA** will report through CALPADS each parentally placed private school student evaluated to determine eligibility for special education services. They also will report each child found eligible. The DOL will report through CALPADS each student who is served through an ISP.

#### EDUCATION CODE

*56329 Notice to parents or guardians; independent educational assessments; hearings; proposals for publicly financed nonpublic placements 56506(c) Due process rights of pupil and parent*

#### CALIFORNIA CODE OF REGULATIONS, TITLE 5

*3022 Assessment Plan.*

#### UNITED STATES CODE, TITLE 20

*1415(b)(1)*

#### CODE OF FEDERAL REGULATIONS, TITLE 34

*300.502 Independent Educational Evaluation*

**Annotation – Agenda Item 5.2**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

5.2 2025 – 2026 Marin County SELPA Annual Goals

**Item Type**

Action

**Summary of Key Issues**

None

**Summary of Previous OSC Action**

The OSC approves SELPA goals on an annual basis.

**Recommendation**

The SELPA Director recommends that the Operational Steering Committee approve the 2025 – 2026 Marin County SELPA Annual Goals as presented.

**Attachments to this Agenda Item**

Attachment: Draft 2025 – 2026 Marin County SELPA Annual Goals



2025 - 2026  
Marin County SELPA  
Annual Goals

DRAFT

2025 – 2026 Marin County SELPA Goals

**Domain: Conflict Resolution – Alternative Dispute Resolution**

**Goal:** Establish a comprehensive continuum of Alternative Dispute Resolution (ADR) practices for SELPA member Local Educational Agencies (LEAs) and families, encompassing the development of formal written procedures, enhancement of service delivery options, and the provision of accessible digital resources and information.

**Task/Activity:** Define the continuum of Alternative Dispute Resolution by identifying ADR strategies and tiers of services.

**Timeline:** September 2025 – December 2025

**Responsibility:** SELPA Office/Director

**Task/Activity:** Develop formal written ADR procedures.

**Timeline:** January 2026 – February 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Develop accessible digital resources for SELPA member LEAs and families.

**Timeline:** February 2026 – April 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Implement and Communicate ADR Continuum to ASC and SEAC.

**Timeline:** May 2026

**Evidence of Completion:** Digital Resources, Website Enhancement, Meeting Notes

**Responsibility:** SELPA Office/Director

2025 – 2026 Marin County SELPA Goals

**Domain: Program Development – Inclusive Practices**

**Goal:** Support all member LEAs, through partnership with the California Department of Education Supporting Innovative Practices and Statewide System of Support, with the development of individualized plans that supports inclusive practices for students with disabilities.

**Task/Activity:** Develop an Inclusion Academy with a focus on Universal Design for Learning for member LEAs.

**Timeline:** July 2025

**Responsibility:** SELPA Office/Director

**Task/Activity:** Continue facilitating a Community of Practice for LEA representatives committed to enhancing and developing procedures and systems related to inclusive practices for preschool students.

**Timeline:** August 2025 – May 2026

**Responsibility:** SELPA Director

**Task/Activity:** Create opportunities for LEAs participating in the Inclusion Academy and Community of Practice to collectively review data, policies, and procedures to make informed decisions that support inclusive practices for students.

**Timeline:** September 2025 – May 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Coordinate site visits with Supporting Innovative Practices and Marin County Early Childhood Department to evaluate Transitional Kindergarten (TK) classroom design. Provide recommendations and resources to support the explicit design of classroom spaces and routines for students that foster inclusion.

**Timeline:** January 2026 – May 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Support LEAs with the development of an action plan and goals that support inclusive practices for students.

**Timeline:** June 2026

**Evidence of Completion:** Meeting Agendas, Observation Notes, and Action Plan(s)

**Responsibility:** SELPA Office/Director

2025 – 2026 Marin County SELPA Goals

**Domain: Program Development – Autism Demonstration Site**

**Goal:** Support the establishment and implementation of a new SELPA Demonstration Site that provides high-quality instruction for students with autism through the consistent use of evidence-based practices, while sustaining and enhancing the ongoing implementation of best practices at the original Demonstration Site to ensure program fidelity and alignment.

**Task/Activity:** Identify a Regional Implementation Lead and one (1) CAPTAIN Cadre to support the implementation of the new Demonstration site.

**Timeline:** July 2025 – August 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Identify one (1) CAPTAIN Cadre to support the implementation of the original Demonstration site.

**Timeline:** July 2025 – August 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Create a District Autism Implementation Team (DAIT) that will meet regularly to support all aspects of implementation at the new site.

**Timeline:** August 2025

**Responsibility:** SELPA Office/Director

**Task/Activity:** Administer the Autism Program Environment Rating Scale (APERS) at the new site.

**Timeline:** September 2025

**Evidence of Completion:** APERS results and identification of three (3) Evidence Based Practices for implementation.

**Responsibility:** Regional Implementation Lead/CAPTAIN Cadre

**Task/Activity:** Provide training and coaching schedule to support instructional staff with the use of three (3) evidence-based practices in the classroom at the new site and continue to provide regular coaching at original site.

**Timeline:** October 2025 – May 2026

**Responsibility:** Regional Implementation Lead/CAPTAIN Cadre

**Task/Activity:** Monitor program implementation data at both sites to assess impact.

**Timeline:** October 2025 – May 2026

**Responsibility:** Regional Implementation Lead/SELPA Office/Director

**Task/Activity:** Develop sustainment plan to support both sites in 2026 – 2027 school year.

**Timeline:** June 2026

**Evidence of Completion:** Sustainment Plan, Meeting Agendas

**Responsibility:** Regional Implementation Lead/Director

## 2025 – 2026 Marin County SELPA Goals

### **Domain: Fiscal Management**

**Goal:** To ensure practical use of fiscal resources, the Marin County SELPA will facilitate an Ad Hoc Committee to examine the SELPA’s Low Incidence Fiscal Allocation Plan, Facilities Plan, and High-Cost Risk Pool and develop recommendations to the Operational Steering Committee (OSC).

**Task/Activity:** Establish Ad Hoc Committee to vet recommendations and develop meeting calendar.

**Timeline:** September 2025

**Responsibility:** SELPA Director

**Task/Activity:** Facilitate monthly meetings to explore and answer driving questions related to SELPA’s Low Incidence Fiscal Allocation Plan, Facilities Plan, and High-Cost Risk Pool.

**Timeline:** October 2025 – April 2026

**Responsibility:** SELPA Director

**Task/Activity:** Vet Ad Hoc Committee recommendations.

**Timeline:** April 2026 – May 2026

**Responsibility:** SELPA Director

**Task/Activity:** Present Ad Hoc Committee recommendations to the OSC for review and consideration.

**Timeline:** May 2026

**Evidence of Completion:** Recommendation to the OSC

**Responsibility:** SELPA Director

2025 – 2026 Marin County SELPA Goals

**Domain: Communication/Parent Partnership**

**Goal:** Strengthen parent partnership and engagement in special education in the SELPA.

**Task/Activity:** Create a welcoming communication process including a letter to parents regarding the provision of special education services following initial special education eligibility.

**Timeline:** August 2025 – December 2025

**Responsibility:** SELPA Office/Director

**Task/Activity:** Consult with educational and community partners within the SELPA regarding resources for families of students with disabilities.

**Timeline:** December 2025 – May 2026

**Responsibility:** SELPA Office/Director

**Task/Activity:** Develop and offer three (3) culturally responsive parent workshops.

**Timeline:** January 2026 – May 2026

**Responsibility:** SELPA Office

**Evidence of Completion:** Meeting Agendas, Parent Communication, Workshop Materials

**Responsibility:** SELPA Office/Director

DRAFT

**Annotation – Agenda Item 6.1**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

6.1 Program Transfer: Preschool Programs – Revenue Transfer Considerations

**Item Type**

Discussion

**Summary of Key Issues**

A revenue transfer is a one-time revenue allocation for the transfer of a special education program to a new operator. The Marin County SELPA current revenue transfer for the transfer of a preschool program is based on a J50 funding system that is no longer in existence. The methodology for a transfer of revenue for a preschool program transfer is unsustainable.

**Summary of Previous OSC Action**

None

**Recommendation**

None

**Attachments to this Agenda Item**

Attachment: Program Transfer: Preschool Programs – Revenue Transfer Considerations



*Program Transfer:*  
*Preschool Programs - Revenue Transfer*  
*Considerations*

November 5, 2025



# *Revenue Transfer*



One-time revenue allocation for the transfer of a special education program to a new program operator.

A revenue transfer for school-age programs exists and is based on a weighted model that accounts for a student program and services.



# *Current Preschool Program Revenue Transfer Methodology*



There are only two (2) classes designated as J50 classes remaining in the SELPA. Only when there is a transfer of students identified in a J50 class, does a district receive J50 revenue. J50 units are based on the weight of a classroom determined by actual expenditures from 1979-1980.



# *Preschool Revenue*



The SELPA is provided two (2) federal grants for the provision of special education services to preschool-age students.





# *Considering the Facts*

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The current revenue transfer methodology for preschool programs allocates a one-time revenue transfer only when the transferred students are in a J50 class.

The model will be eliminated when the remaining two (2) J50 classes are transferred.

The Preschool Fiscal Allocation Plan is different than the Fiscal Allocation Plan for school-age programs. In that, there is a transfer of revenue built into it. The Preschool Fiscal Allocation Plan ensures all LEAs operating preschool programs receive a proportionate share of federal preschool revenue to serve preschool-age students.

# *Discussion*

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*Does a Preschool Program Transfer  
Need a One-Time Revenue Transfer?*  

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**Annotation – Agenda Item 7.1**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

7.1 Marin County SELPA Alternative Dispute Resolution Program

**Item Type**

Information

**Summary of Key Issues**

As a recipient of the California Department of Education Special Education Division Special Education Alternative Dispute Resolution (ADR) Grant, the Marin County SELPA provides meaningful training and implements ADR activities to resolve to and resolve complaints and concerns of families and local educational agencies regarding the implementation of IDEA, Part B and relevant state laws.

**Summary of Previous OSC Action**

None

**Recommendation**

None

**Attachments to this Agenda Item**

Attachment: Marin County SELPA Alternative Dispute Resolution Program Updates: July 1, 2024 – September 30, 2025



## **Marin County SELPA Alternative Dispute Resolution Program Update July 1, 2024 – September 30, 2025**

The Marin County SELPA is committed to supporting families and school districts in solving problems and resolving conflicts by offering informal alternatives through Alternative Dispute Resolution (ADR) activities. As a recipient of the California Department of Education (CDE) ADR Grant funded through the IDEA Part B, the SELPA is responsible for training and implementing ADR activities to respond to and resolve local complaints and concerns regarding the implementation of the IDEA, Part B and relevant state laws.

ADR uses specific opportunities to open communication, promote understanding, and reach agreements that strengthen relationships between families and districts. Between July 1, 2024 – September 30, 2025, the Marin County SELPA engaged in (83) activities at the request of families and districts. The Marin County SELPA's ADR program consists of four components:

- Technical Assistance
- Phone Consultation to Parents and District Representatives
- Facilitated IEP Meetings
- Local Mediation Alternative Dispute Resolution Sessions

The most commonly accessed component of the Marin County SELPA's ADR program is phone consultation. During the noted time, the SELPA provided (24) initial phone consultation sessions. These initial sessions offer families and districts an opportunity to express concerns related to the implementation of IDEA, Part B, gain clarity on state regulations and local policies, and identify appropriate next steps to resolve those concerns. In most cases, these initial consultations are followed by multiple additional sessions to further support understanding and guide the resolution process for both parents and district representatives.

When IEP-related matters arise that require formal discussion in an IEP team meeting, the SELPA may be contacted by either the family or the district to provide facilitation. During the noted time period, the SELPA facilitated (11) IEP meetings. Approximately one quarter of these meetings were conducted in multiple parts. In each case, a SELPA administrator supported the team by assisting with pre-meeting planning, guiding the facilitation process during the meeting, and providing a summary of agreed-upon action items afterward.

When disputes arise regarding IDEA Part B implementation, the SELPA offers local mediation. The ADR Coordinator manages intake and scheduling, aiming to hold sessions within fifteen days of request. During this timeframe, the SELPA provided (31) sessions, 23 of which were successfully resolved, resulting in a resolution rate of approximately 74.2%.

To promote collaborative communication and a deeper understanding of IEP requirements, the SELPA provided a variety of workshops for educators, parents, and guardians during the

2024–2025 school year. Educators and administrators attended sessions on IEP Meeting Facilitation, Navigating the Pages of the IEP, Special Education Caselaw and Guidance, and the Special Education Legal Lunch Series. Participants from the IEP Meeting Facilitation workshop also received bi-weekly Communication Coaching Sessions to support ongoing professional development. Parents and guardians took part in workshops focused on Present Levels of Performance, Services, Behavior Intervention Plans (BIPs), Placement, Navigating the Pages of the IEP, and Individual Transition Planning. In collaboration with the Special Education Advisory Committee (SEAC), the Marin County SELPA will continue offering workshops that highlight key IEP components and legal requirements under IDEA.

To further strengthen ADR services, the Marin County SELPA has established a department-wide goal to develop a comprehensive continuum of ADR practices for member LEAs. This includes defining ADR strategies and service tiers, developing formal written procedures, and creating accessible digital resources for families and districts. Implementation and communication of this continuum will be completed in phases from September 2025 through May 2026, with final rollout and resource sharing through the Advisory Steering Committee and SEAC. These efforts reflect the the Marin County SELPA's ongoing commitment to improving access, transparency, and resolution options for all community partners.

**Annotation – Agenda Item 7.2**  
**Operational Steering Committee**  
**November 5, 2025**

**Agenda Item**

7.2 Special Education Program Development: Update

**Item Type**

Information

**Summary of Key Issues**

Member LEAs have highlighted the need to strengthen inclusive special education programs designed to meet the unique needs of students with disabilities in the least restrictive environment and to review the continuum of existing programs.

**Summary of Previous OSC Action**

None

**Recommendation**

None

**Attachments to this Agenda Item**

None

**Annotation – Agenda Item 7.3  
Operational Steering Committee  
November 5, 2025**

**Agenda Item**

7.3 Marin County SELPA Special Education Advisory Committee

**Item Type**

Information

**Summary of Key Issues**

None

**Summary of Previous OSC Action**

None

**Recommendation**

None

**Attachments to this Agenda Item**

None