Special Education Local Plan Area (SELPA) Local Plan

SELPA The Sonoma County SELPA **Fiscal Year** 2026-27

LOCAL PLAN

Section B: Governance and Administration

SPECIAL EDUCATION LOCAL PLAN AREA

California Department of Education

Special Education Division

CDE Form Version June 2022

SELPA | The Sonoma County SELPA | Fiscal Year | 2026-27

B. Governance and Administration

California *Education Code* (*EC*) sections 56195 et seq. and 56205

Participating Local Educational Agencies

Participating local educational agencies (LEAs) included in the Special Education Local Plan Area (SELPA) local plan must be identified in Attachment I.

Special Education Local Plan Area—Local Plan Requirements

1. Describe the geographic service area covered by the local plan: [*EC 56195.1(d); EC 56195.1(a)(1); EC 56211; EC 56212*]

The Special Education Local Plan Area (SELPA) includes the following Local Education Agencies (LEA) within Sonoma County:

1. Alexander Valley Union Elementary School District
2. Bellevue Union Elementary School District
3. Bennett Valley Union Elementary School District
4. Cinnabar Elementary School District
5. Cloverdale Unified School District
6. Cotati-Rohnert Park Unified School District
7. Dunham Elementary School District
8. Forestville Union Elementary School District
9. Fort Ross Elementary School District
10. Geyserville Union School District
11. Gravenstein Union school District
12. Guerneville Elementary School District
13. Harmony Union School District
14. Healdsburg Unified School District
15. Heartwood Charter School
16. Horicon Elementary School District
17. Kenwood Elementary School District
18. Liberty Elementary School District
19. Mark West Union School District
20. Monte Rio Union Elementary School District
21. Montgomery elementary School District
22. Oak Grove Union School District
23. Old Adobe Union Elementary School District
24. Pathways Charter School
25. Petaluma City Elementary School District
26. Petaluma Joint Union High School District
27. Piner-Olivet Union Elementary School District
28. Rincon Valley Union School District
29. Roseland School District
30. Santa Rosa City Elementary School District

SELPA The Sonoma County SELPA Fiscal Year 2026-27

31. Santa Rosa City High School District
32. Sebastopol Charter School
33. Sebastopol Union School District
34. Sonoma County Office of Education
35. Sonoma Valley Unified School District
36. Twin Hills Union School District
37. Two Rock Union School District
38. Waugh School District
39. Westside Union Elementary School District
40. West Sonoma County Union High School District
41. Wilmar Union School District
42. Windsor Unified School District
43. Wright Elementary School District

Each of the LEAs has agreed to cooperate through the adoption and implementation of the Local Plan.

Of the approximately 65,000 student enrollment within the Sonoma County SELPA member LEAs, there are approximately 12,000 students with disabilities, ages 0-22. The LEAs range in size from approximately 10 students to 10,000 students. The LEAs are adjacent to Mendocino County to the north, Napa and Lake County to the east, Marin County to the south, and the Pacific Ocean to the west.

The Sonoma County SELPA office is located at the following address/location: 5340 Skylane Blvd. Santa Rosa CA 95403

The Sonoma County SELPA has a non-metropolitan designation.

2. Describe the SELPA regional governance and administrative structure of the local plan. Clearly define the roles and structure of a multi-LEA governing body, or single LEA administration as applicable: [EC 56195.1(b)(1)-(3)(c); EC 56205(a)(12)]

The Sonoma County SELPA is comprised of 39 public school districts in the county, 3 charters, and the Sonoma County Office of Education. These districts and charters 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 service region. Each Local Education Agency (LEA) is responsible for adopting and implementing the Local Plan as outlined. All Sonoma County County SELPA member LEAs, including the COE, have adopted standards that conform with special education law, policies, and regulations.

The governing body of the SELPA is the SELPA Superintendents' Council which is composed of superintendents as the designated representatives of their respective LEAs. The Superintendents' Council is comprised of thirteen (13) superintendents and one (1) executive director of an LEA Charter School with representation respective to eight (8) defined Sonoma County Area Districts as detailed below.

- Area I (Sonoma Valley Unified School District) - 1 vote
- Area II (Cinnabar, Dunham, Liberty, Old Adobe, Petaluma Elementary, Two Rock, Waugh, Wilmar,

Petaluma High) - 2 votes
- Area III (Cotati-Rohnert Park) - 1 vote
- Area IV (Bellevue, Bennett Valley, Kenwood, Mark West, Piner-Olivet, Rincon Valley, Roseland, Santa Rosa Elementary, Wright, Santa Rosa High) - 4 votes
- Area V (Forestville, Fort Ross, Gravenstein, Guerneville, Harmony, Monte Rio, Montgomery, Oak Grove, Sebastopol, Twin Hills, West Sonoma County High) - 2 votes
- Area VI (Alexander Valley, Horicon, Westside, Cloverdale, Geyserville, Healdsburg, Windsor) - 2 votes
- Area VII (Sonoma County Office of Education) - 1 vote
- Area VIII (LEA Charter Schools: Pathways, Heartwood, Sebastopol Independent Charter) - 1 vote

Superintendents of each Area shall select their representatives from among superintendents in their Area to participate on the Council.

Membership on the Superintendents' Council shall be for a three-year term, and members may be reappointed for additional terms. Terms shall begin on July 1 of the first year of appointment and conclude on June 30th of the final year of the term. If a vacancy occurs on the Council prior to the completion of a member's term, the respective Area shall select a replacement representative in accordance with the established Area selection process. The replacement representative shall serve the remainder of the unexpired term.

Each Superintendents' Council representative may nominate one alternate to serve as a proxy in the event the representative is unable to attend a meeting. The nomination of an alternate/proxy shall be submitted to the Superintendents' Council and must be approved by a majority vote of the Council. Once approved, the alternate/proxy shall serve a one-year term. During that term, the alternate/proxy may serve in this capacity for no more than two meetings within the one-year term. When an approved alternate/ proxy is present in place of the representative, the alternate/proxy shall possess the full authority of the representative, including the authority to vote.

The Superintendents' Council shall elect a Chair and a Vice Chair from among its voting members. The Chair and Vice Chair shall each serve a three-year term and may be re-elected for additional terms. The Vice Chair shall support the Chair in carrying out the duties of the Council and shall preside over meetings in the absence of the Chair. In the event the Chair position becomes vacant, the Vice Chair shall serve as acting Chair for the remainder of the term. The Vice Chair retains their regular Area vote when presiding in the absence of the Chair. In the absence of a Vice Chair, the Council will elect a new Vice Chair to serve the remainder of the term.

Policies and Procedures adopted by the SELPA Superintendents' Council provide direction for all aspects of the SELPA, including uniform practices to be used by all LEAs in the provision of special education programs and services as outlined in the Local Plan, including Local Plan development and administration in the following ares;
1. Section B: Employment of the SELPA Administrator
2. Designation of participants for the SELPA Advisory Committee
3. Establishment and promotion of the Community Advisory Committee
4. Establishment of the number and type of SELPA office staff employed by the Administrative Unit for SELPA services
5. Review, monitor, and approve all budgets assigned to the SELPA
6. Provide leadership to the SELPA regarding the development, revision, and implementation of the Local

Plan.
7. Review, monitor, and approve the allocation of special education funds to LEAs
8. Approval of all SELPA policies, procedures, and guidelines.

The Superintendents' Council shall meet on a regular basis according to Brown Act requirements and shall receive and act upon information provided by the SELPA Administrator, SELPA Advisory Committee, and the Community Advisory Council, to assist in the administration of the SELPA. The SELPA Advisory Committee advises the Superintendents' Council on issues relevant to program and fiscal management of the SELPA. The SELPA Advisory Committee meets on a regular basis according to Brown Act requirements as established on a yearly calendar. The SELPA Administrator serves as the Chair of the committee. The SELPA Advisory Committee may choose to form subcommittees to focus on special issues.

The SELPA Advisory Committee is composed of LEA special education administrators for programmatic input and guidance, and LEA business officials for fiscal input and guidance. The SELPA Advisory Committee program administrators and business officials voting members are approved by the Superintendents' Council and include the following with an equal number of program director and business official votes in each area:

- Area I (Sonoma Valley Unified School District) - 2 votes
- Area II (Cinnabar, Dunham, Liberty, Old Adobe, Petaluma Elementary, Two Rock, Waugh, Wilmar, Petaluma High) - 4 votes
- Area III (Cotati-Rohnert Park) - 2 votes
- Area IV (Bellevue, Bennett Valley, Kenwood, Mark West, Piner-Olivet, Rincon Valley, Roseland, Santa Rosa Elementary, Wright, Santa Rosa High) - 6 votes
- Area V (Forestville, Fort Ross, Gravenstein, Guerneville, Harmony, Monte Rio, Montgomery, Oak Grove, Sebastopol, Twin Hills, West Sonoma County High) - 4 votes
- Area VI (Alexander Valley, Horicon, Westside, Cloverdale, Geyserville, Healdsburg, Windsor) - 4 votes
- Area VII (Sonoma County Office of Education) - 4 votes
- Area VIII (LEA Charter Schools: Pathways, Heartwood, Sebastopol Independent Charter) - 2 votes
- CAC (Community Advisory Committee Board Member) - 1 vote

The Sonoma County Office of Education shall serve as the Administrative Unit (AU) for the SELPA, and the county superintendent of schools is the superintendent of the AU. The county superintendent is designated as the employer of the staff for the SELPA. The SELPA staff implements the policies and decisions that are enacted by the SELPA Superintendents' Council. The SELPA's legal status is that of an unincorporated association.

3. Describe the SELPA's regional policy making process. Clearly define the roles of a multi-LEA governing body, or single LEA administration as applicable related to the policy making process for coordinating and implementing the local plan: [EC 56195.7(i)(j)(1)(2)]

Changes or amendments to the permanent portion of the Sonoma County Special Education Local Plan Area may be considered during the annual service and budget plan process. The SELPA Superintendents' Council can adopt amendments to the permanent portion of the Local Plan on an interim basis, not to exceed one year. Amendments approved in this manner will be permanent upon

subsequent approval by the California State Board of Education. The Superintendents' Council approves individual policy changes.

The Sonoma County SELPA Policy Manual has been developed and adopted by the SELPA Superintendents' Council to include all requirements under EC Section 56195.7, which includes the coordinated identification, referral, and placement system; description of regionalized services to the local programs; process of coordinating services across LEAs; process for supporting individuals with exceptional needs placed in hospitals, other residential medical facilities, licensed children's institutions, foster homes, juvenile court schools or county community schools; description of budget management and distribution; description of the policymaking process; and the description of how the Local Plan is reviewed and amended.

The SELPA ensures the Local Plan is compatible with other plans within the county by consulting with each LEA on the development of the local control and accountability plans.

4. Clearly define the roles of the County Office of Education (COE) as applicable, and/or any other administrative supports necessary to coordinate and implement the local plan: [EC 56195.1(c); EC 56205(a)(12)(D)(i); EC 56195.5]

The Sonoma County Office of Education shall serve as the Administrative Unit (AU). The AU will perform functions for the Sonoma County SELPA such as the receipt of funds, employment of staff to support SELPA functions, provision of administrative support, and coordination of the implementation of the Local Plan. The Business Services Division of the AU will advise regarding fiscal and budget monitoring issues related to SELPA and special education programs.

The SELPA Executive Director and the SELPA staff are responsible for gathering information and materials, preparing reports, sending correspondence, and creating informational documents; planning and scheduling meetings and events; staying current on technology and equipment; monitoring procedures and implementation; answering questions of SELPA members; supporting compliance throughout the SELPA; and maintaining the administration and operation of the SELPA office.

5. Does the SELPA have policies and procedures that allow for the participation of charter schools in the local plan? [EC 56207.5]

(●) Yes ( ) No

If No, explain why the SELPA does not have the policy and procedures.

6. Identify and describe the representation and participation of the SELPA community advisory committee (CAC) pursuant to EC Section 56190 in the development of the local plan: [EC 56194(a)(b)(d); EC 56195.9(a)]

The Sonoma County SELPA Community Advisory Committee (CAC) is composed of parents of children with disabilities enrolled in public or private schools, parents of other pupils enrolled in school, pupils and

adults with disabilities within the SELPA, regular and special educators, other school personnel within the SELPA, representatives of other public and nonpublic agencies, and individuals interested in the education of children with disabilities.

The SELPA Advisory Committee and Superintendents' Council shall recommend members to the CAC.

Nomination and appointment of officers of the CAC include the following positions: Chair person, Vice Chair person and Secretary. Each shall serve a 2-year term. The SELPA Advisory Committee and Superintendents' Council shall advise on policies for the operation of the CAC. The CAC serves the SELPA in an advisory capacity only, in accordance with Education Code and procedures specified in the CAC bylaws.

Regularly scheduled meetings are held to assist members in keeping well informed regarding programs and legislation for children with disabilities, and to foster closer communication with school administrators, educators, parents, and community. The CAC will advise and inform SELPA staff regarding community conditions, aspirations, and goals for children with disabilities.

The specific responsibilities of CAC are defined in Education Code 56194 . These include, but are not limited to:

• Participate in the development, amendment, and review of the Local Plan and encourage community involvement in the development and review related to the Local Plan

• Recommend annual priorities to be addressed by the Local Plan

• Assist in parent education and in recruitment of parents and other volunteers who may contribute to the implementation of the Local Plan

• Encourage community involvement in the development and review of the Local Plan

• Support activities on behalf of children with disabilities

• Assist in parent awareness of the importance of regular school attendance

• Support community involvement in the parent advisory committee established pursuant to Section 52063 to encourage inclusion of parents of individuals with exceptional needs to the extent these pupils also fall within one or more definitions in Section 42238.01.

7. Describe the SELPA's process for regular consultations regarding the plan development with representative of special education and regular education teachers, and administrators selected by the groups they represent and parent members of the CAC: [EC 56205(a)(12)(E); EC 56205(b)(7)]

It is the agreement of the members of the Sonoma County SELPA that parents and students with disabilities and the general public shall be provided with the opportunity for comment concerning items on the agenda of the following SELPA Councils/Committees:

• SELPA Superintendents' Council
• SELPA Advisory Council
• Community Advisory Committee

The makeup, role, and function of the above groups are defined in this Local Plan. Meetings held by these groups shall be considered Brown Act meetings with the exception of the CAC which does not operate under Brown Act guidance, in reference to the requirements for holding public hearing, providing adequate notice, and providing an opportunity for comment from the general public.

Additionally, meetings are scheduled with special education and regular education teachers and administrators, along with a CAC representative, to develop, review, and revise the SELPA Local Plan, along with a variety of stakeholder groups, prior to adoption by the SELPA Superintendents' Council.

8. Identify and describe the responsible local agency (RLA), Administrative Unit (AU), or other agency who is responsible for performing tasks such as the receipt and distribution of funds, provision of administrative support, and coordination and implementation of the plan: [EC 56836.01(a)(b); EC 56205(a)(12)(D)(ii); EC 56195(b)(3); EC 56030]

The Sonoma County Office of Education is designated as the Administrative Unit (AU) for the Sonoma County SELPA. It shall be responsible for functions such as, but not limited to:

• Receipt and distribution of special education funds to district accounts for the operation of special education programs and services.
• Receipt and distribution of special education funds to accounts exclusively designated for SELPA use
• The employment of staff to support SELPA functions.

The Sonoma County SELPA office is responsible for the coordination and implementation of the Local Plan and for ensuring compliance with all applicable state and federal laws and regulations.

The SELPA Executive Director, under the authority of the SELPA Superintendents' Council, is authorized to implement SELPA policies and actions approved by the Superintendents' Council and Advisory Council. These responsibilities include, but are not limited to, execution of official documents, submission of required state and federal reports, and authorization of expenditures and distribution of funds consistent with approved budgets and governance actions.

9. Describe the contractual agreements and the SELPA's system for determining the responsibility of participating agency for the education of each student with special needs residing within the geographical area served by the plan: [EC 56195.7. EC 56195.1(b)(c)]

When a Local Education Agency (LEA) decides that it cannot meet the special education needs of a student(s), the LEA may enter into an agreement to contract for services with another LEA within the SELPA in a non-regionalized class.

When a Regional Program Provider operates a classroom identified as a regional classroom or when a LEA operates a class that has been transferred from one regional provider to another, that LEA must offer a contracted service/class.

The following provisions will govern Regional Program Providers:

- The Regional Program Provider must provide space for any qualified student in a regional classroom. Appropriateness will be determined by the LEA offering regional services, based on guidelines, which are the same for all students.
- An LEA which has transferred a class/service from a Regional Program Provider must allow all students who require such class/services to enroll. This includes opening new classes or adding service providers if necessary.
- The Regional Program Provider will provide services and invoice Regional Program Consumers.
- The costs of contracted services will be based on an average student cost in the program operated by the Regional Program Provider unless otherwise specified in a mutually agreed to Individual Service Agreement (ISA).
- Agreements between Regional Program Providers and a LEA concerning services for a specific student will be made based on the parameters established by the Individualized Education Program (IEP).

The Sonoma County SELPA member Local Education Agencies (LEAs) enter into agreements with Residential Treatment Centers (RTC), Non-public Schools (NPS), and Non- public Agencies (NPA) through the use of the Master Contract and an Individual Service Agreement (ISA). The procedures around graduation, transitions, placements, monitoring, student progress, data reporting, and progress reporting are established in the SELPA Superintendents' Council adopted the Sonoma County SELPA Policy Manual. Additionally, the Policy Manual indicates how the LEAs will provide special education services to individuals with exceptional needs residing in foster homes.

The SELPA Administrator shall develop, review, maintain and provide approval for inter-agency agreements and/or memorandums of understanding necessary to support the implementation of the Local Plan as requires by legal mandates.

10. For multi-LEA local plans, specify:

    a. The responsibilities of each participating COE and LEA governing board in the policymaking process: [*EC 56205(a)(12)(D)(i)*]

Adoption of the Local Plan requires consent of the Superintendent of each participating LEA. In adopting the Local Plan, each participating LEA agrees to carry out the duties and responsibilities assigned to it within the plan.

Responsibilities of the Governing Board of each LEA shall include, but not be limited to:

Exercise authority over, assume responsibility for, and be fiscally accountable for special

education programs operated by the agency;

• By approving the Local Plan, enter into an agreement with other local education agencies participating in the plan, for purpose of delivery of services and programs;

• Participate in the governance of the SELPA through their designated representative to the Superintendents' Council. Governing boards provide the Superintendents' Council with the authority to act as the board designee to approve and amend policies as necessary;

• Appoint members to the Community Advisory Committee.

Responsibilities of LEAs shall include, but not be limited to:

• Implementing child find activities;

• Deciding to operate, or not to operate, the special education programs and services as specified in the SELPA Local Plan;

• Cooperating with the SELPA in the provisions of staff development activities as specified in applicable sections of the education code;

• Providing program, employee, student, and fiscal information as needed to the SELPA to facilitate program coordination, fiscal accountability, budget preparation, staff acquisition, training and state, federal, and local reporting;

• Assisting the SELPA in regional planning and preparation of the Local Plan, annual programmatic, student and program evaluation, and fiscal reports as required by state and federal laws and regulations. This assistance includes participation in the Governing Council;

• Providing facilities for special education students;

• Placing a student in a comparable special education program, following SELPA procedures, when an identified student eligible for special education moves into the SELPA.

b. The responsibilities of the superintendents of each participating LEA and COE in the implementation of the local plan: [EC 56205(a)(12)(D)(i)]

Responsibilities of the superintendents and executive directors of each participating Local Education Agency (LEA) shall include, but not be limited to:

• Being responsible for special education programs operated by the LEA and for implementing all requirements of the Local Plan;

• Selecting representatives and participating in the SELPA Superintendents' Council;

• Conduct the evaluation of the SELPA Executive Director.

c. The responsibilities of district and county administrators of special education in coordinating the administration of the local plan: [EC 56205(a)(12)(D)(i)]

The Local Education Agencies are responsible for the coordination of special education services and programs within their agencies and for the implementation of the Local Plan. Special Education Administrators are given authority by the SELPA Advisory Council to implement policies and procedures in accordance with the Local Plan.

The Special Education Administrators will make decisions by consensus. The SELPA Director will present the minority and majority viewpoint to the SELPA Advisory Council. The Special Education Administrators will meet regularly. The SELPA Executive Director will act as the facilitator of the meetings.

Meetings of Special Education Administrators shall include, but not be limited to:

• Information and recommendations for the development, modification and implementation of the Local Plan to the SELPA Superintendents' Council;

• Procedures for identification, referral, assessment, IEP development, placement and services of individuals with disabilities as established by the Local Plan;

• Recommendations to the establishment of new regional programs and/or closure of regional programs;

• Forms, procedures and recommendations for programs and services;

• SELPA-wide in-service/staff development activities, including parent education activities;

• Recommendations for Community Advisory Committee (CAC) membership;

• Solutions to problems encountered in meeting federal and state laws and regulations or SELPA policy;

• Alternative Dispute Resolution (ADR) strategies and implement the SELPA ADR process as an alternative to complaint procedures and due process.

The member LEAs may form consortia for the purpose providing special education services and supports. Consortia may be operated by a council made up of member LEAs. Each consortia will be administered by one LEA acting at the AU for that consortia.

SELPA The Sonoma County SELPA Fiscal Year 2026-27

11. Identify the respective roles of the RLA/AU, the SELPA administrator, and the individual LEAs associated with the SELPA related to:

    a. The hiring, supervision, evaluation, and discipline of the SELPA administrator and staff employed by the AU in support of the local plan: [*EC 56205(a)(12)(D)(ii)(I)*]

Responsibilities of the Administrative Unit (AU) superintendent shall include, but not be limited to:

• Serve as the employer for personnel who have responsibilities throughout the Local Plan area which will include, but not be limited to, the SELPA staff. Employment of such personnel will be in accordance with personnel policies and practices of the Sonoma County Office of Education including hiring, supervision, evaluation, and discipline;

• Employ appropriate certificated and classified personnel in support of the Local Plan; and

• Provide suitable office space for both certificated and classified employees of the SELPA.

The SELPA Administrator's role includes the following:

• Employ appropriate certificated and classified personnel in support of the Local Plan; and

• The provision of information, data and best practice guidance as identified by the Superintendents' Council;

• Technical assistance, compliance supports and liaison to the CDE;

• The SELPA Administrator may serve as an agent of member LEAs, representing the interests of the SELPA as a whole without promoting any particular LEAs interest over the interest of ant other agency. In the event there are differences of opinions and/or positions on issues, it is the SELPA Administrators responsibility to mediate a reasonable resolution of the issues(s).

The Superintendents' Council, with the AU Superintendent, shall conduct an annual evaluation of the SELPA Administrator per a process that the Superintendents' Council will determine each year to address progress toward attainment of the SELPA's annual goals. The evaluation will be completed by June 30th each year. The Superintendents' Council shall be assisted in the hiring and selection process as the AU. The SELPA Administrator is subject to the AU policies and procedures for day to day operations, but received direction from, and is responsible to, the Superintendents' Council.

SELPA Certificated/Classified Staff: The Superintendents' Council designates staffing for the SELPA operations upon recommendation of the SELPA Administrator. SELPA staff are employed by the AU and supervised by the SELPA Administrator according to the AU policy and practices.

SELPA Program Specialists (Certificated Management): Program Specialists shall provide the following services:

• Observe, consult, train and assist, in accordance with SELPA/LEA procedures and district staff;

• Plan,coordinate and guide educational resources, and share in the evaluation of the effectiveness of strategies and supports for students with disabilities;

• Assist with LEA staff development, program development, and implementation of strategies and practices;

• Provide coordination, consultation, and program development in one or more specialized areas of

expertise;

• Upon request, participate and facilitate IEP team meetings where technical assistance is needed;

• Assist in Alternative Dispute Resolution practices, mediation, due process hearings and compliance proceedings, by providing expertise and knowledge of special education law and regulations, as well as programs and appropriate interventions available;

• Assist as a liaison to various community agencies, such as Department of Behavioral Health, Department of Human Services, North Bay Regional Center, California Children's Services, and the County Probation Department.

b. The local method used to distribute federal and state funds to the SELPA RLA/AU and to LEAs within the SELPA: [EC 56205(a)12(D) (ii)(II); EC 56195.7(i)]

The Sonoma County SELPA distributes federal and state special education funds in accordance with an annually adopted Special Education Funding Allocation Plan, approved by the SELPA Superintendents' Council in a public meeting as part of the Local Plan, consistent with EC 56205(a)(12)(D)(ii)(II) and EC 56195.7(i). The Superintendents' Council serves as the governing body responsible for establishing the allocation methodology.

Federal and state funds are distributed to LEAs in accordance with the approved plan, with defined amounts reserved for SELPA-wide purposes, including administrative costs, regionalized services, and program support.

State funds are allocated to member LEAs based on specialized health services and Average Daily Attendance (ADA), aligned with state funding requirements, and include phased implementation provisions to ensure fiscal stability. The plan specifies differentiated methodologies for small and sparse LEAs.

The Funding Allocation Plan is designed to equitably allocate resources, reflect the cost of services, accommodate changes in ADA and service needs, and ensure that funding practices do not incentivize the inappropriate identification or placement of students with disabilities. The Administrative Unit and SELPA Administrator are responsible for implementing and monitoring fund distribution in accordance with the approved plan.

c. The operation of special education programs: [EC 56205(a)(12)(D)(ii)(III)]

Each Local Education Agency (LEA) shall provide special education and related services to all eligible students within its boundaries, including students attending charter schools where a LEA of the SELPA has granted that charter, unless a charter is designated as an independent LEA for special education. Each LEA shall cooperate to the maximum extent possible with other agencies to serve individuals with disabilities who cannot be served in the LEA of residence programs.

Such cooperation ensures that a range of program options is available throughout the SELPA. LEAs may enter into additional contractual arrangements to meet the requirements of applicable federal and

state law.

d. Monitoring the appropriate use of federal, state, and local funds allocated for special education programs: [EC 56205(a)(12)(D)(ii)(IV)]

The SELPA Executive Director and the Administrative Unit (AU) shall ensure funds allocated for special education shall be used for services and supports for students with identified disabilities.

• Funds are used to provide direct and indirect special education and related services, supplementary aids and services provided in a general education setting, or other related setting, to a student with a disability.

• To develop and implement a fully integrated and coordinated system of support. The AU as the grantee of federal funds from the CDE, shall distribute the federal funds received to member LEAs through a sub-grantee process. The SELPA Administrator, with the assistance of the SELPA Advisory Council, and the AU, shall be responsible to monitor on an annual basis, the appropriate use of all funds allocated for special education with final determination and action made by the Superintendents' Council through the Annual Budget Plan. LEAs, with the support of the SELPA Administrator, shall ensure that the 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 state, local, and other federal funds and are not to supplant those funds; and will not be used to reduce the level of local and/or combined level of local and state funds expended for for the education of students with disabilities, except as provided in Federal law and regulations.

Final determination and action regarding the appropriate use of special education funds shall be made by the SELPA Superintendents' Council through the annual budget plan process and reflect the principles and policies of the adopted Funding Allocation Plan.

12. Describe how specialized equipment and services will be distributed within the SELPA in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environments: [EC 56206]

The Sonoma County SELPA assures that specialized materials, equipment, and services, are provided to students in the least restrictive environment as dictated by the student's IEP. The SELPA operates an Adaptive Technology Center (ATC) which provides assessment, equipment, staff and parent training for students eligible for Low Incidence services. To the greatest extent possible, the assessments and training are provided within the student's educational setting, or at minimum on the campus where the student attends. The SELPA annually distributes the procedures for accessing specialized materials, equipment and services. The LEA is responsible for providing a student requiring the use of an assistive technology device, continued access to that device, or to a comparable device, when the student, because of enrollment in another LEA, ceases to be enrolled in the former LEA. This responsibility is in place until alternative arrangements for continuous access to the assistive technology device, or to a comparable device, can be made, or until two months have elapsed from the date that the student ceased to be enrolled in that LEA, whichever occurs first (EC 56040.3).

SELPA The Sonoma County SELPA Fiscal Year 2026-27

Policies, Procedures, and Programs

Pursuant to *EC* sections 56122 and 56205(a), the SELPA ensures conformity with Title 20 *United States Code* (*USC*) and in accordance with Title 34 *Code of Federal Regulations* (*CFR*) Section 300.201 and has in effect policies, procedures, and programs. For each of the following 23 areas, identify whether or not, each of the following provisions of law are adopted as stated. If the policy is not adopted as stated, briefly describe the SELPA's policy for the given area. In all cases, provide the SELPA policy and procedure numbers (If applicable. Leave blank if not applicable); the document title; and the physical location where the policy can be found.

---

1. Free Appropriate Public Education: 20 *USC* Section 1412(a)(1); *EC* 56205(a)(1)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"It shall be the policy of this LEA that a free appropriate public education is available to all children with disabilities residing in the LEA between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled from school." The policy is adopted by the SELPA as stated:

◉ Yes ○ No

---

2. Full Educational Opportunity: 20 *USC* Section 1412(a)(2); *EC* 56205(a)(2)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

“It shall be the policy of this LEA that all children with disabilities have access to educational programs, non-academic programs, and services available to non-disabled children.” The policy is adopted by the SELPA as stated:

◉ Yes ○ No

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

3. Child Find: 20 *USC* Section 1412(a)(3); *EC* 56205(a)(3)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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 with disabilities attending private schools, regardless of the severity of their disabilities, who are in need of special education and related services, are identified, located, and evaluated. A practical method has been developed and implemented to determine which children with disabilities are currently receiving needed special education and related services." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

4. Individualized Education Program (IEP) and Individualized Family Service Plan (IFSP): 20 *USC* Section 1412(a)(4); *EC* 56205(a)(4)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

“It shall be the policy of this LEA that an IEP, or an IFSP that meets the requirements of 20 *USC* Section 1436 (d), is developed, implemented, reviewed, and revised for each child with a disability who requires special education and related services in accordance with 20 *USC* Section 1414 (d). It shall be the policy of this LEA that an IEP will be conducted on at least an annual basis to review a student’s progress and make appropriate revisions.” The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

5. Least Restrictive Environment: USC Section 1412(a)(5); *EC* 56205(a)(5)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

Document Location: www.sonomaselpa.org

"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 classes, separate schooling, or other removal of children with disabilities from the general educational environment, occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

6. Procedural Safeguards: 20 *USC* Section 1412(a)(6); *EC* 56205(a)(6)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

“It shall be the policy of this LEA that children with disabilities and their parents shall be afforded all procedural safeguards according to state and federal laws and regulations.” The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

7. Evaluation: 20 *USC* Section 1412(a)(7); *EC* 56205(a)(7)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

“It shall be the policy of this LEA that a reassessment of a child with a disability shall be conducted at least once every three years or more frequently, if appropriate.” The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

8. Confidentiality: 20 *USC* Section 1412(a)(8); *EC* 56205(a)(8)

SELPA The Sonoma County SELPA Fiscal Year 2026-27

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"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, non-academic programs, and services available to non-disabled children." The policy is adopted by the SELPA as stated:

◉ Yes ○ No

---

9. Part C to Part B Transition: 20 *USC* Section 1412(a)(9); *EC* 56205(a)(9)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"It shall be the policy of this LEA that children participating in early intervention programs under the Individuals with Disabilities Education Act (IDEA), Part C, and who will participate in preschool programs, experience a smooth and effective transition to preschool programs in a manner consistent with 20 *USC* Section 1437(a)(9). The transition process shall begin prior to the child's third birthday."The policy is adopted by the SELPA as stated:

◉ Yes ○ No

---

10. Private Schools: 20 *USC* Section 1412(a)(10); *EC* 56205(a)(10)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"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." The policy is adopted by the SELPA as stated:

◉ Yes ○ No

11. Local Compliance Assurances: 20 *USC* Section 1412(a)(11); *EC* 56205(a)(11)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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 IDEA; the Federal Rehabilitation Act of 1973, Section 504 of Public Law; and the provisions of the California *EC*, Part 30." The policy is adopted by the SELPA as stated:

◉ Yes ○ No

12. Interagency: 20 USC Section 1412(a)(12); *EC* 56205(a)(12)(D)(iii)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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 free appropriate public education are provided, including the continuation of services during an interagency dispute resolution process." The policy is adopted by the SELPA as stated:

◉ Yes ○ No

13. Governance: 20 *USC* Section 1412(a)(13); *EC* 56205(a)(12)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

"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 Education Agency." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

14. Personnel Qualifications; *EC* 56205(a)(13)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"It shall be the policy of this LEA to ensure that personnel providing special education related services are appropriately and adequately prepared and trained, and 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 California Department of Education (CDE) about staff qualifications." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

15. Performance Goals and Indicators: 20 *USC* Section 1412(a)(15); *EC* 56205(a)(14)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

16. Participation in Assessments: 20 *USC* Section 1412(a)(16); *EC* 56205(a)(15)

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"It shall be the policy of this LEA that all students with disabilities shall participate in state and district-wide assessment programs described in 20 *USC* Subsection 6311. The IEP team determines how a student will access assessments with or without accommodations, or access alternate assessments where necessary and as indicated in their respective Reps.." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

17. Supplementation of State, Local, and Federal Funds: 20 *USC* Section 1412(a)(17); *EC* 56205(a)(16)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"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, and will be used to supplement and not to supplant state, local, and other federal funds." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

18. Maintenance of Effort: 20 *USC* Section 1412(a)(18); *EC* 56205(a)(17)

Policy/Procedure Number: n/a

Document Title: SELPA Assurances

Document Location: www.sonomaselpa.org

"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 laws and regulations." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

19. Public Participation: 20 *USC* Section 1412(a)(19); *EC* 56205(a)(18)

Policy/Procedure Number:	n/a
Policy/Procedure Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"It shall be the policy of this LEA that public hearings, adequate notice of the hearings, and an opportunity for comments are available to the general public,including individuals with disabilities and parents of children with disabilities, and are held prior to the adoption of any policies and/or regulations needed to comply with Part B of the IDEA." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

20. Suspension and Expulsion: 20 *USC* Section 1412(a)(22); *EC* 56205(a)(19)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

---

21. Access to Instructional Materials: 20 *USC* Section 1412(a)(23); *EC* 56205(a)(20)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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." The policy is adopted by the SELPA as stated:

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

(●) Yes ( ) No

22. Over-identification and Disproportionality: 20 *USC* Section 1412(a)(24); *EC* 56205(a)(21)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"It shall be the policy of this LEA to prevent the inappropriate over-identification or disproportionate representation by race and ethnicity of children as children with disabilities." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

23. Prohibition on Mandatory Medicine: 20 *USC* Section 1412(a)(25); *EC* 56205(a)(22)

Policy/Procedure Number:	n/a
Document Title:	SELPA Assurances
Document Location:	www.sonomaselpa.org

"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." The policy is adopted by the SELPA as stated:

(●) Yes ( ) No

Administration of Regionalized Operations and Services

Pursuant to *EC* sections 56195.7(c), 56205(a)(12)(B), 56368, and 56836.23, describe the regionalized operation and service functions. Descriptions must include an explanation of the respective roles of the RLA/AU, the SELPA administrator, and the individual LEAs associated with the SELPA. Information provided should include the document title and the location (e.g., SELPA office) for each function:"

1. Coordination of the SELPA and the implementation of the local plan:

Document Title:	Local Plan Section B.4

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

Document Location: www.sonomaselpa.org

Description:

2. Coordinated system of identification and assessment:

Document Title: Local Plan Section B.10

Document Location: www.sonomaselpa.org

Description:

3. Coordinated system of procedural safeguards:

Document Title: Local Plan Section B.10

Document Location: www.sonomaselpa.org

Description:

4. Coordinated system of staff development and parent and guardian education:

Document Title: Local Plan Section B.11

Document Location: www.sonomaselpa.org

Description:

5. Coordinated system of curriculum development and alignment with the core curriculum:

Document Title: Local Plan Section B.11

Document Location: www.sonomaselpa.org

Description:

6. Coordinated system internal program review, evaluation of the effectiveness of the local plan, and implementation of the local plan accountability system:

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

Document Title:	Local Plan Section B.11
Document Location:	www.sonomaselpa.org
Description:	

7. Coordinated system of data collection and management:

Document Title:	Local Plan Section B.11
Document Location:	www.sonomaselpa.org
Description:	

8. Coordination of interagency agreements:

Document Title:	Local Plan Section B.9
Document Location:	www.sonomaselpa.org
Description:	

9. Coordination of services to medical facilities:

Document Title:	Local Plan Section B.9 and California Children's Service IAA
Document Location:	www.sonomaselpa.org
Description:	

10. Coordination of services to licensed children's institutions and foster family homes:

Document Title:	LEA Responsibility for Students in Residential Placements Funded by Other Governmental Agencies - Policy #23
Document Location:	www.sonomaselpa.org
Description:	

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

11. Preparation and transmission of required special education local plan area reports:

Document Title:	Local Plan Section B.11
Document Location:	www.sonomaselpa.org
Description:	

12. Fiscal and logistical support of the CAC:

Document Title:	Local Plan Section B.6 and 7
Document Location:	www.sonomaselpa.org
Description:	

13. Coordination of transportation services for individuals with exceptional needs:

Document Title:	Special Education Transportation Guidelines
Document Location:	www.sonomaselpa.org
Description:	

14. Coordination of career and vocational education and transition services:

Document Title:	Post Secondary Transitions Padlet & Procedural Manual
Document Location:	www.sonomaselpa.org
Description:	

15. Assurance of full educational opportunity:

Document Title:	SELPA Assurances #2
Document Location:	www.sonomaselpa.org
Description:	

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

16. Fiscal administration and the allocation of state and federal funds pursuant to *EC* Section 56836.01—The SELPA Administrator's responsibility for the fiscal administration of the annual budget plan; the allocation of state and federal funds; and the reporting and accounting of special education funding.

Document Title:	Local Plan Section B.11.b & 11.d
Document Location:	www.sonomaselpa.org
Description:	

17. Direct instructional program support that maybe provided by program specialists in accordance with *EC* Section 56368:

Document Title:	Local Plan Section 11.a
Document Location:	www.sonomaselpa.org
Description:	

Special Education Local Plan Area Services

1. A description of programs for early childhood special education from birth through five years of age:

Document Title:	Early Childhood Learning Foundation
Document Location:	www.sonomaselpa.org
Description:	

2. A description of the method by which members of the public, including parents or guardians of individuals with exceptional needs who are receiving services under the local plan, may address questions or concerns to the SELPA governing body or individual administrator:

Document Title:	Local Plan Section B. 2 & Alternative Dispute Resolution
Document Location:	www.sonomaselpa.org/adr
Description:	

SELPA: The Sonoma County SELPA | Fiscal Year: 2026-27

3. A description of a dispute resolution process, including mediation and final and binding arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan:

Document Title:	Alternative Dispute Resolution
Document Location:	www.sonomaselpa.org/adr
Description:	

4. A description of the process being used to ensure a student is referred for special education instruction and services only after the resources of the regular education program have been considered and, where appropriate, utilized:

Document Title:	SELPA Procedural Manual Local Plan Section B.10c
Document Location:	www.sonomaselpa.org
Description:	

5. A description of the process being used to oversee and evaluate placements in nonpublic, nonsectarian schools and the method of ensuring that all requirements of each student's individualized education program are being met. The description shall include a method for evaluating whether the student is making appropriate educational progress:

Document Title:	Non-Public Schools and Residential Treatment Centers
Document Location:	www.sonomaselpa.org
Description:	

6. A description of the process by which the SELPA will fulfill the obligations to provide free and appropriate public education (FAPE) to a student age 18 to 21 (or age 22 under the circumstances described in *EC* 56026(c)(4)) who has been incarcerated in a county jail and remains eligible for special education services:

The obligation to make FAPE available extends to those otherwise-eligible adults in county jail, age 18 to 21, who: (a) had been identified as a child with a disability and had received services in accordance with an IEP, but left school prior to their incarceration; or (b) did not have an IEP in their last educational setting, but had actually been identified as a child with a disability.

SELPA The Sonoma County SELPA Fiscal Year 2026-27

(*EC* Section 56040)

It is the responsibility of the district of residence (DOR) to provide special education services and related services to an adult student in county jail who remains eligible for these services and wishes to receive them. The DOR is the district in which the student's parents resided when the student turned 18, unless and until the parents move to a new DOR. For conserved students, the DOR is based on the residence of the conservator. (*EC* Section 56041)

Document Title:	Procedural manual
Document Location:	www.sonomaselpa.org
Description:	