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*“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”*

## **GOVERNING BOARD AGENDA- Regular Board Meeting**

Meeting of Friday, December 18, 2020 at 5:30PM

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/89256369319>

Meeting ID: 892 5636 9319

One tap mobile

+16699006833,,89256369319# US (San Jose)

+13462487799,,89256369319# US (Houston)

**Mission:** Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curricula, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

### **WELCOME GUESTS / CALL TO ORDER 5:30PM**

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#### **Roll Call**

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Faisal Ali	President
Rahmo Abdi	Secretary
Mulki Hersi	Treasurer
Joe Udall	Member
Ibrahim Hassan	Member

APPROVAL OF AGENDA: Faisal Ali

#### **PUBLIC COMMENT**

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PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

#### **Consent Items**

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A) Approve meeting minutes of 11/20/20.

#### **Discussion Items**

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A) CEO Report

## Action Items

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- A) SELPA Local Plan Certification
- B) 2021-22 Participation Agreement

## Closed Session

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Conference with Legal Counsel – Anticipated Litigation (Gov. Code section 54956.9(d)(4)): (1 matter).

## Report to Open Session

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Reportable Action:

## Advanced Planning

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The next regularly scheduled Governing Board Meeting is to be held on Friday, January 29, 2020 at 5:30PM

## ADJOURN

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*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) If you would like to request any attachments or other public documents, contact Abdi Mohamud at: [Mohamud@iftincharter.net](mailto:Mohamud@iftincharter.net)*



**GOVERNING BOARD MINUTES - Regular Meeting**  
**Meeting of Friday, November 20, 2020 at 5:30PM**

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**Join Zoom Meeting**

<https://us02web.zoom.us/j/84449241937>

Meeting ID: 844 4924 1937

One tap mobile

+16699006833,,84449241937# US (San Jose)

+13462487799,,84449241937# US (Houston)

*“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”*

**Mission:** Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

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**WELCOME GUESTS / CALL TO ORDER 5:30 PM**

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**Roll Call**

Faisal Ali _____	President present
Rahmo Abdi _____	Secretary present
Mulki Hersi _____	Treasurer present
Joe Udall _____	Member absent
Ibrahim Hassan _____	Member absent

**APPROVAL OF AGENDA: Faisal Ali**

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**PUBLIC COMMENT**

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**PUBLIC COMMENT**— Anyone wishing to address the Board on agenda, non–agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non–agenda items will be heard before the Consent Motion.

**No Public Speakers**

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**CONSENT ITEMS**

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A) Approve meeting minutes of 11.20.2020.

A motion was made to approve the consent item on the agenda, as presented.

**Motion** Hassan **Second** Hersi **Ayes** Hassan Ali Hersi **Nays** N/A **Abstain** Abdi **Absent** Udall



## GOVERNING BOARD MINUTES - Regular Meeting

### Discussion Items

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CEO report Mr. Yussuf: Greeted everyone. He recognized all staff for their hard work and dedication. He shared that we have to be creative and flexible in this challenging time of the pandemic. He shared that parents are also our great allies; they are making sure that students participate in distance learning daily. He shared that we put more focus on reading this school year. He acknowledged that our teachers are working very hard for our students. He is proud of everyone's work and their commitment to continue educating our students. He concluded that our goal is to become one of the best performing schools in the world. It requires a lot of patience and persistence, ultimately, we will reach our goal.

Mr. Ali Hori : Greeted everyone and thanked them for participating in the meeting. He also thanked the staff for their incredible work in supporting families, students and each other. He shared that we are constantly in communications with families and their feedback. We will continue to listen and provide best opportunities so that all children reach their full potential.

Ms. Yolande Charles: Greeted everyone. She provided a brief overview of distance learning and the onsite academic support program. She announced that our average attendance has improved immensely comparing to beginning the year at 90% participation. We increased the number of students in the academic support program to 67 students.

The distance learning going very well. The daily schedule was modified to allow more time for teacher to work with students in small group and 1:1 session. Students are engaged daily with their teachers through live instructions. More students are accepted to the academic support program to receive extra support and receive additional services outlined in their IEP.

The Academic Support Zone will be considered for the following students:

- i. Students with IEPS
- ii. Homeless or Foster Youth
- iii. Students who are experiencing attendance issues
- iv. At-Risk Students
- v. Newcomers
- vi. Students of Essential Workers

We have also created a delivering of learning packets to families for students with attendance issues.

Mr. Abdi Mohamud: Greeted everyone. We are very thrilled that Iftin received Internet Connectivity Grant from San Diego County Office of Education. Student without internet connection or limited connection will receive hotspots. 150 Verizon devices will be shipped soon.

Joshua Jeng: Discussed the 2020-21 First Interim Report, projecting a positive ending fund balance through 2022-23, based on current available financial information.

The Interim report was developed using the state-adopted Criteria and Standards. It includes the expenditures to implement the Learning continuity Plan.

The LCFE funding year 2020-21 holds harmless, therefore the funding reflects enrollment/ADA for 2020/21, 2021/22, and 2022/23 are projected respectively: 336/333.27 (ADA Growth Cap); 380/366.60; 418/403.26

**Federal Revenue:** 2020/21, 2021/22, and 2022/23 - Title 1,2,3 and 4, funds are based off 2020-21 allocations.

2020/21 contains ESSER CARES COVID 19 funds and all Learning Loss Mitigation Funds.



## GOVERNING BOARD MINUTES - Regular Meeting

Federal SPED revenues are \$125 per prior year enrollment.

**State Revenue:** SPED is based off \$625 per 2019-20 P2 ADA.

**Local Revenue:** Based off fundraising and interest revenue - consistent across all years.

**Salary Expenses:** All 2020/21 salaries are based off current estimated expenses. 2021/22 has a salary freeze while 2022/23 contains a 5% growth.

**Books and Supplies Expenses:** Books and Supplies Expenses: All 2020/21 expense are based off current estimated expenses; 2021/22 & 2022/23 are less due to no CARES ESSER and LLMF funding being available.

**Services and Other Operating Expenditures:** All 2020/21 expense are based off current estimated expenses; 2021/22 & 2022/23 are less due to no CARES ESSER and LLMF funding being available.

**Faisal Ali:** Motion to add closed session on specifics of anticipated litigation. (Gov. Code section 54956.9 (d)(4)): (1 matter)

**Rahmo Abdi:** I motion

**Mulki Hersi:** I second

**Motion** Hersi **Second** Abdi **Ayes** Ali Hersi Abdi **Nays** N/A **Abstain** N/A **Absent** Udall

### Action Items

A) Approval of 2020-21 1st Interim Budget and Actuals

A motion was made to approve A. 2020-21 1st Interim Budget and Actuals

**Motion** Hersi **Second** Abdi **Ayes** Ali Hersi Abdi **Nays** N/A **Abstain** N/A **Absent** Udall Hassan

B) Approval of 2020-21 Budget Overview for Parents

A motion was made to approve A. 2020-21 Budget Overview for Parents

**Motion** Abdi **Second** Hersi **Ayes** Ali Hersi Abdi **Nays** N/A **Abstain** N/A **Absent** Udall Hassan

### Report to Open Session

**Reportable Action:** None

### Advance Planning

The next regularly scheduled Governing Board Meeting is to be held **on December 18, 2020** at 5:30PM.



## GOVERNING BOARD MINUTES - Regular Meeting

### **Adjournment 7:25 pm**

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*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) Additional questions can be sent to Operations Manager, Abdi Mohamud, at [Mohamud@iftincharter.net](mailto:Mohamud@iftincharter.net)*

Unofficial

**LOCAL PLAN**  
**Section E: Annual Service Plan**  
**SPECIAL EDUCATION LOCAL PLAN AREA**



California Department of Education

Special Education Division

January 2020

Section E: Annual Service Plan

SELPA:

Fiscal Year:

## E. Annual Service Plan

California *Education Code (EC)* sections 56205(b)(2) and (d); 56001; and 56195.9

The annual service plan shall be adopted at a public hearing held by the Special Education Local Plan Area (SELPA). Notice of this hearing shall be posted in each school in the SELPA at least 15 days before the hearing. The annual service plan may be revised during any fiscal year according to the policymaking process as established and specified in the local plan consistent with *EC* sections 56001(f) and 56195.9. The annual service plan shall include a description of services to be provided by each local educational agency (LEA), including the nature of the services and the physical location at which the services will be provided, regardless of whether the LEA is participating in the local plan.

### Services Included in the Local Plan: Annual Service Plan

All entities and individuals providing related services shall meet the qualifications found in Title 34 of the *Code of Federal Regulations (34 CFR)* Section 300.156(b), Title 5 of the *California Code of Regulations (5 CCR)* 3001(r) and the applicable portions 3051 et. seq.; and shall be either employees of an LEA or county office of education (COE), employed under contract pursuant to *EC* sections 56365-56366, or employees, vendors or contractors of the State Departments of Health Care Services or State Hospitals, or any designated local public health or mental health agency. Services provided by individual LEAs are listed in **Attachments VI**. Services provided by school sites are listed in **Attachment VII**.

**Include a description of the service provided and the physical location where the service is delivered:**



Section E: Annual Service Plan

SELPA:

Fiscal Year:

330—Specialized Academic Instruction

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Adapting, as appropriate to the needs of the child with a disability, the content, methodology, or delivery of instruction to ensure access of the child to the general curriculum, so that he or she can meet the educational standards within the jurisdiction of the public agency that apply to all children.

Physical location(s) where the service is provided:

Schools operated by the LEA

Opportunity schools and classes

Alternative schools

Other

Community schools—COE

Other

Community day schools—LEA

Other

Nonpublic schools (NPSs)

Other

210—Family Training, Counseling, Home Visits (Ages 0-2 only)

*Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

Charters may not support students in this demographic

230—Nutrition (Ages 0-2 only)

*Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

Charters may not support students in this demographic

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 240–Service Coordination (Ages 0-2 only)       *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA’s continuum of services available to students with disabilities.

- 250–Special Instruction (Ages 0-2 only)       *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA’s continuum of services available to students with disabilities.

- 260–Special Education Aide (Ages 0-2 only)       *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA’s continuum of services available to students with disabilities.

- 270–Respite Care (Ages 0-2 only)       *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA’s continuum of services available to students with disabilities.

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 340–Intensive Individual Instruction       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 350–Individual and Small Group Instruction       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 415–Speech and Language (5 CCR 3051.1)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Language and speech services provide remedial intervention for eligible individuals with difficulty understanding or using spoken language. The difficulty may result from problems with articulation (excluding abnormal swallowing patterns, if that is the sole assessed disability); abnormal voice quality, pitch, or loudness; fluency; hearing loss; or the acquisition, comprehension, or expression of spoken language. Language deficits or speech patterns resulting from unfamiliarity with the English language and from environmental, economic or cultural factors are not included. Services include specialized instruction and services: monitoring, reviewing, and consultation, and may be direct or indirect, including the use of a speech consultant.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

425–Adapted Physical Education  
(5 CCR 3051.5)

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Direct physical education services provided by an adapted physical education specialist to pupils who have needs that cannot be adequately satisfied in other physical education programs as indicated by assessment and evaluation of motor skills performance and other areas of need. It may include individually designed developmental activities, games, sports, and rhythms, for strength development and fitness suited to the capabilities, limitations, and interests of individual students with disabilities who may not safely, successfully, or meaningfully engage in unrestricted participation in the vigorous activities of the general or modified physical education program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 435–Health and Nursing: Special Physical Health Care (5 CCR 3051.12)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Specialized physical health care services means those health services prescribed by the child’s licensed physician and surgeon, requiring medically related training of the individual who performs the services and which are necessary during the school day to enable the child to attend school (5 CCR Section 3051.12[b]). Specialized physical health care services include but are not limited to suctioning, oxygen administration, catheterization, nebulizer treatments, insulin administration, and glucose testing.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 436–Health and Nursing: Other Services  
(5 CCR 3051.12)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

This includes services that are provided to individuals with exceptional needs by a qualified individual pursuant to an IEP when a student has health problems which require nursing intervention beyond basic school health services. Services include managing the health problem, consulting with staff, group and individual counseling, making appropriate referrals, and maintaining communication with agencies and health care providers. These services do not include any physician supervised or specialized health care service. IEP required health and nursing services are expected to supplement the regular health services program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

445–Assistive Technology Services  
(5 CCR 3051.19)

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any specialized training or technical support for the incorporation of assistive devices, adapted computer technology, or specialized media with the educational programs to improve access for students. The term includes a functional analysis of the student's needs for assistive technology; selecting, designing, fitting, customizing, or repairing appropriate devices; coordinating services with assistive technology devices; training or technical assistance for students with a disability, the student's family, individuals providing education or rehabilitation services, and employers.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |



Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 450–Occupational Therapy (5 CCR 3051.6)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Occupational Therapy (OT) includes services to improve student's educational performance, postural stability, self-help abilities, sensory processing and organization, environmental adaptation and use of assistive devices, motor planning and coordination, visual perception and integration, social and play abilities, and fine motor abilities. Both direct and indirect services may be provided within the classroom, other educational settings, or the home, in groups or individually, and may include therapeutic techniques to develop abilities, adaptations to the student's environment or curriculum, and consultation and collaboration with other staff and parents. Services are provided, pursuant to an IEP, by a qualified occupational therapist registered with the American Occupational Therapy Certification Board.  
Preschool/Infant Only

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 460–Physical Therapy (5 CCR 3051.6)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

These services are provided, pursuant to an IEP, by a registered physical therapist, or physical therapist assistant, when assessment shows a discrepancy between gross motor performance and other educational skills. Physical therapy includes, but is not limited to, motor control and coordination, posture and balance, self-help, functional mobility, accessibility and use of assistive devices. Services may be provided within the classroom, other educational settings or in the home, and may occur in groups or individually. These services may include adaptations to the student's environment and curriculum, selected therapeutic techniques and activities, and consultation and collaborative interventions with staff and parents.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 510—Individual Counseling (5 CCR 3051.9)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

One-to-one counseling, provided by a qualified individual pursuant to an IEP. Counseling may focus on such student aspects as education, career, personal, or be with parents or staff members on learning problems or guidance programs for students. Individual counseling is expected to supplement the regular guidance and counseling program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 515—Counseling and Guidance  
(5 CCR 3051.9)  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Counseling in a group setting, provided by a qualified individual pursuant to an IEP. Group counseling is typically social skills development, but may focus on such student aspects as education, career, personal, or be with parents or staff members on learning problems or guidance programs for students. IEP required group counseling is expected to supplement the regular guidance and counseling program. Guidance services include interpersonal, intrapersonal, or family interventions, performed in an individual or group setting by a qualified individual pursuant to an IEP. Specific programs include social skills development, self-esteem building, parent training, and assistance to special education students supervised by staff credentialed to serve special education students. These services are expected to supplement the regular guidance and counseling program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 520–Parent Counseling (5 CCR 3051.9)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Individual or group counseling provided by a qualified individual pursuant to an IEP to assist the parent(s) of special education students in better understanding and meeting their child's needs and may include parenting skills or other pertinent issues. IEP required parent counseling is expected to supplement the regular guidance and counseling program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

525–Social Worker (5 CCR 3051.13)

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Social work services, provided by a qualified individual pursuant to an IEP, include, but are not limited to, preparing a social or developmental history of a child with a disability, group and individual counseling with the child and family, working with those problems in a child's living situation (home, school, and community) that affect the child's adjustment in school, and mobilizing school and community resources to enable the child to learn as effectively as possible in his or her educational program. Social work services are expected to supplement the regular guidance and counseling program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 530–Psychological Services (5 CCR 3051.10)     *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

These services, provided by a credentialed or licensed psychologist pursuant to an IEP, include interpreting assessment results for parents and staff in implementing the IEP, obtaining and interpreting information about child behavior and conditions related to learning, and planning programs of individual and group counseling and guidance services for children and parents. These services may include consulting with other staff in planning school programs to meet the special needs of children as indicated in the IEP. IEP required psychological services are expected to supplement the regular guidance and counseling program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 535–Behavior Intervention (5 CCR 3051.23)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

A systematic implementation of procedures designed to promote lasting, positive changes in the student's behavior resulting in greater access to a variety of community settings, social contacts, public events, and placement in the least restrictive environment.  
Preschool/Infant Only

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 540–Day Treatment       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Structured education, training, and support services to address the student's mental health needs.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |



Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 545–Residential Treatment  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

A 24-hour, out-of-home placement that provides intensive therapeutic services to support the educational program.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 610–Specialized Service for Low Incidence Disabilities (5 CCR 3051.16)  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Low incidence services are defined as those provided to the student population who have orthopedic impairment (OI), visual impairment (VI), who are deaf, hard of hearing (HH), or deaf-blind (DB). Typically, services are provided in education settings by an itinerant teacher or an itinerant teacher/specialist. Consultation is provided to the teacher, staff, and parents as needed. These services must be clearly written in the student's IEP, including frequency and duration of the services to the student.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 710—Specialized Deaf and Hard of Hearing (5 CCR 3051.18)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

These services include speech therapy, speech reading, auditory training, and/or instruction in the student's mode of communication. Rehabilitative and educational services; adapting curricula, methods, and the learning environment; and special consultation to students, parents, teachers, and other school personnel.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 720—Audiological (5 CCR 3051.2)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

These services include measurements of acuity, monitoring amplification, and frequency modulation system use. Consultation services with teachers, parents, or speech pathologists must be identified in the IEP as to reason, frequency, and duration of contact; infrequent contact is considered assistance and would not be included.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 725—Specialized Vision (5 CCR 3051.7)       Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

This is a broad category of services provided to students with visual impairments. It includes assessment of functional vision; curriculum modifications necessary to meet the student's educational needs including Braille, large type, and aural media; instruction in areas of need; concept development and academic skills; communication skills including alternative modes of reading and writing; and social, emotional, career, vocational, and independent living skills. It may include coordination of other personnel providing services to the students such as transcribers, readers, counselors, orientation and mobility specialists, career/vocational staff, and others, and collaboration with the student's classroom teacher.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 730–Orientation and Mobility (5 CCR 3051.3)     *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Students with identified visual impairments are trained in body awareness and to understand how to move. Students are trained to develop skills to enable them to travel safely and independently around the school and in the community. It may include consultation services to parents regarding their children requiring such services according to an IEP.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 735–Braille Transcription (5 CCR 3051.22)     *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any transcription services to convert materials from print to Braille. It may include textbooks, tests, worksheets, or anything necessary for instruction. The transcriber should be qualified in English Braille as well as Nemeth Code (mathematics) and be certified by appropriate agency.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 740—Specialized Orthopedic Service (5 CCR 3030(e) and 3051.16)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 745—Reading Service (5 CCR 3051.16)       *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 750–Note Taking Service (5 CCR 3051.16)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any specialized assistance given to the student for the purpose of taking notes when the student is unable to do so independently. This may include, but is not limited to, copies of notes taken by another student or transcription of tape-recorded information from a class or aide designated to take notes. This does not include instruction in the process of learning how to take notes.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 755–Transcription Service (5 CCR 3051.16)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any transcription service to convert materials from print to a mode of communication suitable for the student. This may also include dictation services as it may pertain to textbooks, tests, worksheets, or anything necessary for instruction.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 760–Recreation Service, Including Therapeutic Recreation (5 CCR 3051.15)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Therapeutic recreation and specialized instructional programs designed to assist pupils to become as independent as possible in leisure activities, and when possible and appropriate, facilitate the pupil's integration into general recreation programs.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 820–College Awareness (34 CFR 300.39 and 300.43)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

College awareness is the result of acts that promote and increase student learning about higher education opportunities, information, and options that are available including, but not limited to, career planning, course prerequisites, admission eligibility, and financial aid.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 830–Vocational Assessment, Counseling, Guidance, and Career Assessment (5 CCR 3051.14)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment, and may include provision for work experience, job coaching, development and/or placement, and situational assessment. This includes career counseling to assist a student in assessing his/her aptitudes, abilities, and interests in order to make realistic career decisions.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |



Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 840–Career Awareness (5 CCR 3051.14)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Transition services include a provision for self-advocacy, career planning, and career guidance. This also emphasizes the need for coordination between these provisions and the Perkins Act to ensure that students with disabilities in middle schools will be able to access vocational education funds.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 850–Work Experience Education (5 CCR 3051.14)       *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Work experience education means organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment, or for additional preparation for a career requiring other than a baccalaureate or advanced degree.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

855—Job Coaching (5 CCR 3051.14)

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Job coaching is a service that provides assistance and guidance to an employee who may be experiencing difficulty with one or more aspects of the daily job tasks and functions. The service is provided by a job coach who is highly successful, skilled and trained on the job who can determine how the employee that is experiencing difficulty learns best and formulate a training plan to improve job performance.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

860–Mentoring (5 CCR 3051.14)

*Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Mentoring is a sustained coaching relationship between a student and teacher through ongoing involvement. The mentor offers support, guidance, encouragement and assistance as the learner encounters challenges with respect to a particular area such as acquisition of job skills. Mentoring can be either formal, as in planned, structured instruction, or informal that occurs naturally through friendship, counseling, and collegiality in a casual, unplanned way.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 865—Agency Linkages, Referral and Placement (30 EC Section 56341.5)  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Service coordination and case management that facilitates the linkage of individualized education programs under this part and individualized family service plans under part C with individualized service plans under multiple Federal and State programs, such as title I of the Rehabilitation Act of 1973 (vocational rehabilitation), title XIX of the Social Security Act (Medicaid), and title XVI of the Social Security Act (supplemental security income).

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

- 870—Travel Training, Including Mobility Training (5 CCR 3051.3)  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Orientation and mobility service - Means services provided to blind or visually impaired children by qualified personnel to enable those students to attain systematic orientation to and safe movement within their environments in school, home, and community.

Physical location(s) where the service is provided:

- |  |  |
|--|--|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes                                       |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |  |

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 890—Other Transition Services  
(5 CCR 3051 and 3051.24)  *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Physical location(s) where the service is provided:

- |  |   |
|--|---|
| <input type="checkbox"/> Schools operated by the LEA | <input type="checkbox"/> Opportunity schools and classes  |
| <input type="checkbox"/> Alternative schools         | <input checked="" type="checkbox"/> Other: <input type="text" value="Independent Charter LEA"/> |
| <input type="checkbox"/> Community schools—COE       | <input type="checkbox"/> Other: <input type="text"/>  |
| <input type="checkbox"/> Community day schools—LEA   | <input type="checkbox"/> Other: <input type="text"/>  |
| <input type="checkbox"/> NPAs                        | <input type="checkbox"/> Other: <input type="text"/>  |
| <input checked="" type="checkbox"/> NPSs             |   |

900—Other Related Service  
(5 CCR 3051 and 3051.24) Qualified Service

900—Other Related Service  
(5 CCR 3051 and 3051.24) Qualified Service

900—Other Related Service  
(5 CCR 3051 and 3051.24) Qualified Service

900—Other Related Service  
(5 CCR 3051 and 3051.24) Qualified Service



## AGREEMENT FOR PARTICIPATION

### EL DORADO CHARTER SELPA

This Agreement for Participation (“Agreement”) is entered into by and between the El Dorado Charter SELPA (“SELPA”), the El Dorado County Office of Education (“EDCOE”), and \_\_\_\_\_ (“LEA”), a California public charter school, collectively referred to as the “Parties.”

#### **RECITALS**

WHEREAS, each special educational local plan area is required to administer local plans submitted pursuant to Education Code section 56205 et seq., administer the allocation of funds pursuant to Education Code section 56836 et seq., and ensure that it has in effect policies, procedures, and programs that are consistent with state laws, regulations, and policies governing certain aspects of special education;

WHEREAS, a charter school that is deemed a local educational agency for purposes of special education is required to participate in an approved local plan pursuant to Education Code section 56195.1(f);

WHEREAS, LEA is a charter school that is deemed a local educational agency for purposes of special education pursuant to Education Code section 47641 and is responsible for complying with all provisions of the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.) and implementing regulations as they relate to local educational agencies;

WHEREAS, the SELPA as authorized by the California State Board of Education serves as the special educational local plan area for California charter schools deemed local educational agencies pursuant to Education Code section 47641 that have successfully completed the SELPA membership process and have signed this Agreement for Participation (“Agreement”);

WHEREAS, EDCOE is designated in the local plan as the “responsible local agency” for the SELPA, which means the administrative entity, the duties of which shall include, but are not limited to, receiving and distributing state and federal special education funds pursuant to the allocation plan, providing administrative support, and coordinating implementation of the plan;

WHEREAS, the actions and decisions of the parties are guided by the values of:

1. Commitment – maintaining high standards for performance in student achievement, operations, governance and finance;
2. Integrity – adherence to moral and ethical principles in all aspects of the work;
3. Fairness – impartial and just treatment of all stakeholders;
4. Partnership – collaborative decision making and accountability;
5. Knowledge – understanding of charter school law and practice; and
6. Transparency- access to the information, decisions, and actions of the organization;

WHEREAS, the purpose of this agreement is to set forth the various responsibilities of LEA, EDCOE, and SELPA to ensure that all charter pupils with exceptional needs within the SELPA receive appropriate special education programs.



NOW, THEREFORE, IT IS HEREBY AGREED between the parties hereto as follows:

## **1. SHARED COMMITMENTS**

- 1.1. Resource Allocation. Parties shall demonstrate commitment to the promises set forth in this Agreement by allocating appropriate resources.
- 1.2. Standard of Conduct. Parties, at all times, shall conduct themselves in such a manner as to act in the best interests of all other SELPA members. The LEA shall not engage in any activity or enterprise which would tend to injure or expose the SELPA or any of its members to any significant risk of harm or injury of any kind.
- 1.3. Compliance. All parties to this agreement shall identify and comply with applicable laws, regulations, policies, procedures and generally accepted standards. Each party will address any identified compliance gaps in a responsible and timely fashion.
- 1.4. Continual Improvement. Parties are expected to continually improve by setting performance objectives, executing plans and taking necessary corrective actions for deficiencies identified by any and all internal and/or external assessments.
- 1.5. Accuracy of Business Records. Parties shall ensure that any and all financial books and records conform to generally accepted accounting principles and state reporting requirements. Records must be accurate in all material respects. Records must be legible, transparent, and reflect actual transactions and payments and be open to inspection by the other party upon a reasonable request.
- 1.6. Accuracy of Student Records. Parties shall ensure that any and all student records conform to prescribed formats. Records must be legible, transparent, reflect actual transactions and payments, and be accurate in all material respects. Records must be open to inspection and review by other parties with legitimate educational interest upon a request.
- 1.7. Documentation. Parties shall maintain documentation necessary to demonstrate compliance with this Agreement and compliance with applicable state and federal statutes and regulations.
- 1.8. Local and Allocation Plans. Parties agree to the provisions of the Local and Allocation Plans as updated and approved by the CEO Council.
- 1.9. Provision of Free and Appropriate Public Education. The LEA is solely responsible for the provision of special education programs and services to eligible students enrolled in the LEA. The Parties understand and agree that the SELPA or EDCOE shall have no responsibility for the operation of any direct educational program or service of any kind, that the SELPA has no duty or authority to provide FAPE to individual students, and that the SELPA has no duty or authority to make decisions regarding the educational programming of students enrolled in the LEA.



## 2. **LEA/ORGANIZATIONAL PARTNER RESPONSIBILITIES**

- 2.1 **Programs and Services.** The LEA is solely and exclusively responsible for the following mandated activities in order to operate its special education programs and services for students enrolled in the LEA. As such, the LEA shall:
- 2.1.1. Select, employ, compensate, and determine the duties of, or establish appropriate contracts for the provision of, special education teachers, instructional aides, and other personnel as required to conduct the program specified in the Local Plan, and in compliance with state and federal mandates.
  - 2.1.2. Conduct and/or contract those programs operated by the LEA in conformance with the Local Plan and the state and federal mandates.
  - 2.1.3. Organize and administer the activities of the IEP teams, including the selection of the LEA staff and who will serve as members of the IEP team in conformance with Education Code Section 56341 and in compliance with the Local Plan.
  - 2.1.4. Develop and implement program objectives and the evaluation of the program's effectiveness.
  - 2.1.5. Communicate with the parents and/or legal guardians of students in conformance with laws, regulations, and the provisions of the Local Plan.
  - 2.1.6. Provide for the documentation and reporting of assessment procedures used for the placement of individuals and the security thereof.
  - 2.1.7. Provide for the continuous review of placements and the assessment procedures employed to ensure their effectiveness and applicability, and ensure the continued implementation and compliance with eligibility criteria.
  - 2.1.8. Provide for the integration of students with disabilities into the general education school programs and provide for evaluating the results of such integration according to specifications of the Local Plan.
  - 2.1.9. Conduct the review of individual placements requested by the parents and/or legal guardians of the student in accordance with the Local Plan.
  - 2.1.10. Prepare and submit all required reports, including reports on student enrollment, program expenditures, and program evaluation.
- 2.2. **Fiscal Responsibilities.** Receive and expend special education funding in accordance with the Charter SELPA Allocation Plan. Organizational Partners affirm that any financial claim made by the SELPA against an LEA that is part of the Organizational Partner's network of LEAs will be honored by the Organization Partner.
- 2.3. **Restricted Funds.** As a condition of membership and participation in the SELPA, LEA warrants and represents that at no time during the term of this Agreement





and LEA's membership and participation in the SELPA shall the LEA, directly or indirectly, provide special education funding for the benefit of a for-profit entity. Unless altered by law, all funding provided through the Charter SELPA shall be treated as a restricted funding source to be expended only for special education or special education services. Nothing contained herein shall be interpreted as prohibiting any LEA from expending funds to contract with a state-certified nonpublic agency/school for the benefit of children served, in accordance with the approved master contract and individual services agreements as provided for in federal and state law.

- 2.4. Audit Report. Annually provide the SELPA with the LEA's annual, independent financial audit report, on or before December 20th each year, unless an extension has been granted by the State Controller's Office, in which case an extension will be granted to the charter as well. LEA further agrees to provide SELPA copies of any and all State Controller's Office communications regarding audit report corrective actions and a corrected audit report, if applicable. Should an LEA be the subject of an investigation by any federal, state, or local agency, including but not limited to the Fiscal Crisis Management and Assistance Team ("FCMAT") arising out of or related to allegations of fiscal mismanagement, failure to meet generally accepted accounting principles, or any violation of a provision of law, the LEA shall immediately notify SELPA and provide the SELPA with a copy of any written correspondence related thereto.
- 2.5. Membership Responsibilities. Adhere to governance structure within SELPA Local Plan and Policies, including designating appropriate representatives to serve on required councils and committees; ensure appropriate LEA representatives attend and participate in SELPA governance meetings as set forth in the Local Plan, Policies and Procedures.
- 2.6. Management Decisions. Consistent with this Agreement, LEA shall have full and exclusive authority and responsibility for classifying employment positions within their LEA. The managerial prerogatives of any participating LEA member shall not be infringed upon by any other participating LEA member except upon mutual consent of an affected LEA member(s), or unless as otherwise set forth. LEA shall not undertake to independently act on behalf of the SELPA or any of its members without express written authorization of the SELPA.
- 2.7. Participation. Ensure appropriate LEA representatives attend and participate in SELPA governance meetings and committees as set forth in the Local Plan, Policies and Procedures.
- 2.8. Reporting Requirements. Submit all required federal, state and SELPA reports and data requests in the prescribed format and at the specified due date. Upon written request by the SELPA, LEA shall provide any requested information, documents, writings, or information of any sort without delay, except as otherwise prohibited by law.
- 2.9. Indemnification and Hold Harmless. To the fullest extent allowed by law, LEA agrees to defend, indemnify, and hold harmless the SELPA and its individual other



members, EDCOE, the El Dorado County Superintendent of Schools, and each of their respective directors, officers, agents, employees, and volunteers (the Indemnified Parties), from any claim or demand, damages, losses or expenses (including, without limitation, reasonable attorney fees) that arise in any manner from an actual or alleged failure by LEA to fulfill one or more of the LEA member's obligations except to the extent that such suit arises from the SELPA, EDCOE, or the El Dorado County Superintendent of Schools' negligence.

### **3. SELPA DUTIES AND RESPONSIBILITIES**

- 3.1 Services. In order to accomplish the goals set forth in the Local Plan, SELPA shall provide the following services and activities for the LEA:
- 3.1.1. Receive, compile, and submit required enrollment reports and compute all special education apportionments; receive data from LEA to compile and submit budgets for the programs and monitor the fiscal aspects of the program conducted, and receive the special education apportionments as authorized by applicable law.
  - 3.1.2. Maintain SELPA policies and procedures for referring and placing individuals with exceptional needs who are enrolled in the LEA, including the methods and procedures for communication with the parents and/or guardians of the students according to SELPA Local Plan, Policies and Procedures.
  - 3.1.3. Coordinate the organization and maintenance of the Special Education Community Advisory Committee ("CAC") to coordinate the implementation of the Local Plan and provide for the attendance of designated members of the SELPA's staff at all regularly scheduled CAC meetings as required by law.
  - 3.1.4. Coordinate community resources with those provided by LEA and SELPA, including providing such contractual agreements as may be required.
  - 3.1.5. Coordinate state Special Education Accountability Processes.
  - 3.1.6. Provide alternative dispute resolution supports and services.
  - 3.1.7. Develop interagency referral and placement procedures.
  - 3.1.8. Provide regular personnel development training sessions for LEA staff responsible for administering or delivering special education programs and services.
  - 3.1.9. Provide the method and forms to enable the LEA to report to the SELPA on student enrollment and program expenditures. Establish and maintain a pupil information system.
  - 3.1.10. Provide reasonable and appropriate technical assistance and information to the LEA upon request from LEA administration, including but not limited to:
    1. Evidenced Based Practices;
    2. Program Development and Improvement;



3. Individual cases;
4. State complaints;
5. Requests for due process mediation and hearing; and
6. Appropriate programs and services for specific pupils.

3.1.11. Perform other services reasonable and necessary to the administration and coordination of the Local Plan.

- 3.2. Governance. Organize and maintain the governance structure of the Local Plan, including various committees and councils to monitor the operations of the SELPA and make recommendations for necessary revisions, including, but not limited to, the Local Plan, Allocation Plan and Policies.
- 3.3. Data Reporting. Establish and maintain methods, timelines and forms to submit required federal, state and SELPA reports.
- 3.4. Public Meetings. Schedule public meetings for purposes of governance activities and adopting the Annual Service Plan and Budget Plan.
- 3.5. Fiscal Responsibilities. Receive, distribute, and oversee the expenditure of special education funds in accordance with federal and state regulations and the SELPA Allocation Plan.
- 3.6. Indemnification and Hold Harmless. The SELPA shall be held harmless and indemnify EDCOE and the El Dorado County Superintendent of Schools for any costs of any kind or nature arising out of or related to this agreement other than as specifically contemplated herein, except to the extent that such cost arises from EDCOE and the El Dorado County Superintendent of Schools' negligence.

#### **4. EDCOE DUTIES AND RESPONSIBILITIES**

- 4.1. The Parties understand that EDCOE is designated in the Local Plan as the "responsible local agency" for the SELPA. EDCOE shall receive and distribute state and federal special education funds pursuant to the Allocation Plan, provide administrative support, and coordinate implementation of the Local Plan in accordance with state and federal law.
- 4.2. EDCOE shall not be responsible for any LEA or SELPA obligations or duties of any kind or nature except as explicitly set forth in this agreement.

#### **5. TERMINATION OF THIS AGREEMENT AND PARTICIPATION IN SELPA**

- 5.1. LEA may terminate this Agreement and participation in the SELPA in its sole discretion at the end of the fiscal year next occurring after having provided prior written notice to the SELPA, as follows:
  - 5.1.1. Prior initial written notice of intended termination to the SELPA at least twelve (12) months and one (1) day in advance of date of termination; and
  - 5.1.2. Final written notice of termination to the SELPA no more than six (6) months after the LEA's initial notice of intended termination.
- 5.2. The SELPA may initiate and complete termination of this Agreement and LEA's participation in the SELPA in its sole discretion in accordance with the process and



standards in SELPA Policies. The SELPA will provide prior written notice to the LEA at least twelve (12) months as follows:

- 5.2.1. Prior initial written notice of intended termination to the LEA at least twelve (12) months and one (1) day in advance of date of termination, and
  - 5.2.2. Final written notice of termination to the LEA no more than six (6) months after the SELPA's initial notice of intended termination.
- 5.3. Specifically the timeline and process above does not preclude the SELPA from initiating and completing the termination process in less than 12 months or by June 30 of the year immediately preceding the summary termination, if the member demonstrates:
- 5.3.1. Egregious disregard of state and federal requirements to provide services to students; and/or
  - 5.3.2. Demonstrated systemic and material issues that would cause the SELPA to make a finding of "going concern" based on leadership, programmatic and/or fiscal solvency that would cause SELPA to reasonably believe the SELPA may be harmed by the continued membership of the LEA.

The standards and timeline as determined by the SELPA shall, at a minimum, provide the LEA a reasonable opportunity for prior written notice and an opportunity to be heard by the Membership Appeals Committee.

## **6. DISPUTE RESOLUTION**

Should a dispute arise relating to the responsibility for service provision, governance activities, the distribution of funding, if a party believes that an action taken by the CEO Council will create an undue hardship, or that the action taken exceeds the authority granted to the CEO Council within the Local Plan and/or state or federal statute, the aggrieved party may request a review of the action with the appropriate governing body or CDE as appropriate.

## **7. MUTUAL REPRESENTATIONS**

- 7.1. Authority and Capacity. The Parties have the authority and capacity to enter into this agreement.
- 7.2. Full Disclosure. All information heretofore furnished by the Parties for purposes of or in connection with this Agreement or any transaction contemplated hereby or thereby is true and accurate in all material respects on the date as of which such information is stated.
- 7.3. No Conflicts. Neither party is under any restriction or obligation that may affect the performance of its obligations under this agreement.
- 7.4. Enforceability. This Agreement constitutes a legal, valid, and binding obligation, enforceable against the Parties according to its terms.



**8. RESERVATION OF RIGHTS**

The Parties hereto agree that nothing contained in this Agreement or otherwise shall be deemed to have waived or modified any of their rights or remedies under the law.

**This agreement is entered into for the 2021-22 year and, absent a new agreement or termination, continues each year thereafter.**

Executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In accordance with SELPA policy, \_\_\_\_\_,

[INSERT Charter LEA Name]

**certifies that this agreement has been approved by the appropriate local board(s).**

**LEA**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Signature of CEO of Charter LEA**

\_\_\_\_\_  
[PRINT CEO Name, Title]

**EL DORADO COUNTY OFFICE OF EDUCATION**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ed Manansala, Ed.D., Superintendent  
El Dorado County Office of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
David M. Toston, Associate Superintendent  
SELPA Programs  
El Dorado County Office of Education