

# **Glenn County SELPA Policy Making & Community Advisory Committee Local Plan Section B Governance & Administration**

## **Policy Making**

### **Responsibility of Each Participating COE and LEA Governing Board in Policymaking:**

LEA governing boards annually designate authority to the superintendent/director to represent and vote on behalf of the LEA at SELPA Governance and Fiscal Oversight Committee meetings. By designating authority to the superintendent, the LEA governing boards provide the authority to the SELPA governance committee to approve SELPA-wide policies and procedures, Annual Budget and Service plans and any subsequent modifications. Each participating LEA's governing board has the responsibilities outlined below:

- Approve the Local Plan.
- Implement policies and procedures approved by the SELPA Governance Committee. The Governance Committee may change or appeal unacceptable provisions as needed.
- Appoint members to the Special Education Community Advisory Committee (CAC) in accordance with CAC bylaws and LEA policies. Encourage parental involvement through the members of CAC, receive and consider requests and recommendations from their CAC representatives and other parent groups.
- Review formal complaints forwarded by the respective LEA Superintendents as outlined in the LEA's Uniform Complaint Procedures.
- Address questions and concerns of the public, including parents or guardians of students with disabilities who are receiving services under the Local Plan.
- Exercise authority over the programs they directly maintain consistent with the Local Plan for the SELPA and individual LEA policies. Such programs may include students with disabilities who reside in other LEAs or SELPAs.

**Policy and Procedure Adoption:** Policies and procedures are formulated and refined by the committees. Policies and procedures may originate at the Governance Committee or Special Education Advisory Cabinet level. The Special Education Advisory Cabinet is made up of the SELPA Director, the Program Specialists and any LEA directors of special education. Once a program policy or procedure is approved through the Special Education Advisory Cabinet, it moves forward to the Governance Committee for final approval. Once approved by the Governance Committee policies and procedures must be implemented by each participating member of the SELPA. Individual LEAs may develop additional policies and procedures provided they are consistent with those adopted by the SELPA.

## **Community Advisory Committee**

**Community Advisory Committee:** Each district Governing Board and the County Board of Education shall appoint representatives to the Community Advisory Committee as specified elsewhere in this Local Plan. The appointing boards will solicit nominees for these appointments from the representative groups, including School Site Councils, and will invite periodic reports from their appointees.

**Involvement:** Involvement of parents and community in the local education process is a goal of high importance to the Glenn County SELPA. The involvement of special and general education

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teachers is of equally high value. It is expected that this goal will be facilitated through the CAC. The CAC of Glenn County is formed to advise Districts, County Offices of Education, and the SELPA Director on matters pertaining to the local plan and planning and implementation of special education programs and services throughout the Glenn County SELPA.

**Membership:** All parents are encouraged to participate in the CAC. The composition of the voting members of the CAC will be determined by the SELPA Director according to EC 56191 and 56192. Voting members will be appointed by their respective school district or county office governing board. Members shall be appointed for at least 2 years with appointments annually staggered to ensure that no more than half of the membership serves the first year of the term in any one year. All District and County Boards are encouraged to have at least one representative at all times. As a group, parents shall be a majority of the total committee with the parents of children with disabilities comprising the majority of parents. Members of local PTA/PTOs, special education teachers, general education classroom teachers and school personnel, students with disabilities, representatives of related public and private agencies, and other persons concerned with the needs of children with disabilities may also be represented. All members of CAC shall be charged with the responsibility of serving the SELPA region as a whole.