

LOCAL PLAN

Section A: Contacts and Certifications

SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education

Special Education Division

Version 2.0

January 2020

Section A: Contacts and Certifications

SELPA

Fiscal Year

Contact Information and Certification Requirements

From the five choices below, check the box that best represents the Special Education Local Plan Area's (SELPA's) planned submission to the CDE:

- Initial Local Plan (new SELPAs only)
- Annual Plan
- Amended Annual Plan
- Amended Governance and Administration
- Amended Local Educational Agency Membership

Special Education Local Plan Area Contact Information

Include current contact information for the SELPA administrator and the administrative unit and fiscal agency responsible for the implementation of the local plan.

Special Education Local Plan Area Administrator

SELPA administrator position changes do not require amendments to the local plan. However, in such cases, new SELPA administrators assume the responsibility for the contents and implementation of the last submitted and approved local plan filed with the California Department of Education (CDE).

SELPA Contact Information

SELPA Name	<input type="text" value="Butte County SELPA"/>		
SELPA Code	<input type="text" value="0400"/>		
Street Address	<input type="text" value="1870 Bird Street"/>	Zip Code	<input type="text" value="95965"/>
City	<input type="text" value="Oroville"/>	County	<input type="text" value="Butte"/>
Administrator First Name	<input type="text" value="Aaron"/>		
Administrator Last Name	<input type="text" value="Benton"/>		
Email	<input type="text" value="abenton@bcoe.org"/>		
Telephone	<input type="text" value="(530) 532-5620"/>	Extension	<input type="text"/>
Contact Title	<input type="text" value="SELPA Director"/>		
Web Address	<input type="text" value="www.buttecountyselpa.org"/>		

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Responsible Local Agency (RLA)/Administrative Unit (AU) Contact Information

RLA/AU	<input type="text" value="Butte County Office of Education"/>		
Street Address	<input type="text" value="1859 Bird Street"/>	Zip Code	<input type="text" value="95965"/>
City	<input type="text" value="Oroville"/>	County	<input type="text" value="Butte"/>
Superintendent First Name	<input type="text" value="Mary"/>	Last Name	<input type="text" value="Sakuma"/>
Email	<input type="text" value="msakuma@bcoe.org"/>		
Telephone	<input type="text" value="(530) 532-5761"/>	Extension	<input type="text"/>
Web Address	<input type="text" value="www.bcoe.org"/>		

Local Plan Agency Review Requirements

Community Advisory Committee

The SELPA must provide the local plan Governance and Administration component (Section B) to the Community Advisory Committee (CAC) for review. The CAC must be provided with at least 30 days to conduct this review.

The local plan was provided to the CAC for review on what date

County Office of Education

(California Education Code (EC) sections 56140, 56195.1(c), and 56205)

Within 45 days, the County Office of Education (COE), or COEs (as applicable) must approve or disapprove any proposed initial local plan submitted by a local educational agency (LEA) or group of LEAs within the county or counties, and any amendment to the Governance and Administration element thereafter.

COE responsible for approving the Local Plan is the

The local plan was submitted to the COE on what date

Public Hearing Requirements

Local Educational Agency

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Governance and Administration (Section B)

A public hearing (PH) notice for the adoption of the Governance and Administration component shall be posted in **each** school in the SELPA 15 days before the hearing. Evidence of the posting should be maintained and made available up request by the CDE.

Annual Budget and Service Plans (Sections D, E, and Attachments)

1. LEAs participating in a SELPA's governance structure are not required to convene a separate public hearing for the adoption of the Annual Budget and Service Plans. However, LEAs must post PH notices with information related to the SELPA's PH for the adoption of the Annual Budget, Service, and/or Assurances Support Plan(s) at least 15 days before the hearing. Evidence of the posting should be maintained and made available upon request by the CDE.
2. LEAs must include public hearing adoption dates as applicable on *Certification 5* for each participating LEA.

Special Education Local Plan Area

Governance and Administration (Section B)

A PH notice for the adoption of the Governance and Administration local plan component shall be posted at least 15 days before the hearing.

Governance and Administration PH Posting Date

Governance and Administration PH Date

Annual Budget and Services Plans (Sections D, E, and Attachments)

A PH notice for the adoption of the Annual Budget and/or Annual Service Plan(s) shall be posted at least 15 days before the hearing.

Annual Budget Plan PH Posting Date

Annual Budget Plan PH Date

Annual Services Plan PH Posting Date

Annual Services Plan PH Date

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Submitting the Local Plan to the California Department of Education

STEP 1:

Section A is required when submitting each local plan section to the CDE for approval.

STEP 2:

Select the radio button and check-box that represents whether the SELPA's organization is a single-LEA, or multiple-LEA structure; and the membership participation (including charter schools, COEs, and whether the SELPA meets the criteria for a small and sparse SELPA).

- Single-LEA**

 Multiple-LEAs
- Charter Schools Only
 - LEAs Only (including Charter LEAs)
 - COE/LEA
 - Small and Sparse (EC sections 56211 through 56212)

STEP 3:

Is the local plan component (Governance and Administration, Annual Budget Plan, or Annual Service Plan) an amendment to a previously submitted plan?

Yes
 No
 If "Yes," enter the fiscal year of the previously approved plan

STEP 4:

Include the agency, name, and title of the participants who collaborated in the development of the local plan. Select the "Add" button to insert a new row and the "-" button to delete the corresponding row.

Add	Agency	First and Last Name	Title	Section
-	Butte County SELPA	Aaron Benton	Administrator	All Sections
-	Butte County SELPA	Lily Chang	Teacher	Multiple Sections
-	Butte County SELPA	Amanda Meyer	Teacher	Multiple Sections
-	Butte County SELPA	Kay Paden	Teacher	Multiple Sections

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Add	Agency	First and Last Name	Title	Section
<input type="checkbox"/>	Butte COE	Stacy Doughman	Administrator	Multiple Sections
<input type="checkbox"/>	Butte COE	Lisa Anderson	Chief Financial Officer	Multiple Sections
<input type="checkbox"/>	Rowell Family Empowermt	Elena Bramble	Advocate	Multiple Sections
<input type="checkbox"/>	Far Northern Regional Ctr	Patricia Roth	CAC Member	All Sections
<input type="checkbox"/>	Durham USD	Megan Farley	Teacher	Multiple Sections
<input type="checkbox"/>	Durham USD	Marilyn Bertolucci	Administrator	Multiple Sections
<input type="checkbox"/>	Oroville Union HSD	Kevin Simas	Administrator	Multiple Sections
<input type="checkbox"/>	Chico USD	Diane Olsen	Administrator	Multiple Sections
<input type="checkbox"/>	Chico USD	Dana Feingold	Administrator	Multiple Sections
<input type="checkbox"/>	N/A	Julie Romero	Parent	All Sections
<input type="checkbox"/>				

STEP 5:

Select the check box to indicate which of the five certifications are being submitted. Include the total number of each type of certification being submitted.

- Certification 1 Number Submitted
- Certification 2 Number Submitted
- Certification 3 Number Submitted
- Certification 4 Number Submitted
- Certification 5 Number Submitted

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STEP 6:

Make sure all applicable certifications are signed electronically and are attached to this pdf.

STEP 7:

Electronically submit the completed section(s) to the CDE at SELPALocalPlan@cde.ca.gov. SELPAs may individually email the corresponding Sections (B, D, E), and the Attachments file to the CDE in the same manner. Or, SELPA may attach all files to a single email.

IMPORTANT: Include the SELPA name, "Local Plan" and the Sections (A, B, D, E, and/or Attachments) being submitted in the "Subject" line of all emails sent to the CDE.

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Certification 1: Governance and Administration

Certification 1 is required for an initial Section B submission to the CDE, and each subsequently amended submission.

I certify the attached Governance and Administration local plan section has been adopted at LEA public hearings by the represented local board(s) (LEA/county) and is the basis for the operation and administration of special education programs. I further assure the agency(ies) represented herein will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act (IDEA), Title 20 of *United States Code (USC)* 1400 et seq., implementing regulations under Title 34 *Code of Federal Regulations (34 CFR)* Parts 300 and 303, 29 *USC* 705 (20) and 794-794b, the Federal Rehabilitation Act of 1973 as amended, the provisions of the California *EC* Part 30, and Chapter 3 Division 1 of Title 5 of the *California Code of Regulations (5 CCR)*. Copies of all interagency agreements have been attached to the Governance and Administration section of the local plan.

I further certify written agreements have been developed and entered into by LEAs participating in the local plan. Such agreements include, but are not limited to all provisions pursuant to *EC* Section 56195.7.

Web address where the SELPA local plan, including all sections, is posted.

RLA/AU Authorized Agent

Date

Local Governance Council Chairperson

Date

SELPA Administrator

Date

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Certification 2: Annual Budget Plan and Annual Service Plan

Certification 2 is required for an initial Section D, and/or E submission to the CDE and each subsequent annual revision.

I certify the attached local plan section(s) including, (1) the Annual Budget Plan; and/or (2) the Annual Service Plan has/have was/were adopted at a SELPA public hearing and is/are the basis for the operation and administration of special education programs specified herein. I further assure the agency(ies) represented will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act (IDEA), 20 *USC* 1400 et seq., and implementing regulations under 34 *CFR* Parts 300 and 303, 29 *USC* 705 (20) and 794-794b, the Federal Rehabilitation Act of 1973 as amended, the provisions of the California *EC* Part 30, and Chapter 3 Division 1 of 5 *CCR*.

Web address where the SELPA local plan, including all sections, is posted.

RLA/AU Authorized Agent

Date

Local Governance Council Chairperson

Date

SELPA Administrator

Date