

DESCRIPTION OF GOVERNANCE AND ADMINISTRATION OF THE LOCAL PLAN

Governance Structure

The Los Angeles Unified School District (LAUSD) is a single district Special Education Local Plan Area (SELPA) that provides comprehensive special education programs and services for students with exceptional needs.

The LAUSD Board of Education is the District's governing body. Its seven (7) elected members appoint the Superintendent of Schools, who is the Chief Administrative Officer of the District. Staff for the Superintendent of Schools includes a Deputy Superintendent of Instruction, Senior Deputy Superintendent of School Operations, Chief Strategy Officer, Chief Facilities Executive, General Counsel, and Local District Superintendents. Local District Superintendents are responsible for the District's administrative areas (Local Districts). The Division of Special Education is administered by the Chief Special Education Officer in accordance with the District's organizational structure. (Appendix A). The Division of Special Education includes Special Education Service Centers that work closely with Local Districts. The Community Advisory Committee (CAC) acts in an advisory capacity to the SELPA.

Local District Superintendents work with their staff and Special Education Service Center staff to inform school principals in their respective Local Districts about requirements for the operation of special education programs. Special Education Service Centers associated with each Local District, under the leadership of the Chief Special Education Officer, administer the special education program and services. Each Special Education Service Center has Program Specialists with expertise in various aspects of special education to assist schools and staff in implementing special education programs.

Responsibilities of the Board of Education

The LAUSD Board of Education establishes policies and District staff assumes responsibility for implementing Board of Education established policies on a District-wide basis. The Board of Education is responsible for submission of an adopted Special Education Local Plan to the State Superintendent of Public Instruction and for establishing a governance structure for implementation of the plan.

The functions of the Board of Education in relation to special education include, but are not limited to:

- Reviewing, adopting, and implementing the Special Education Local Plan to assure access to special education programs and services for all eligible individuals with disabilities birth to 21 years of age residing within the geographic area served by the LAUSD
- Adopting policies and administrative regulations related to the governance and operation of the SELPA
- Assuming fiscal accountability for the special education programs and services operated by the SELPA
- Assuming responsibility for the exercising authority over the special education services operated by the SELPA
- Holding public Board of Education meetings in compliance with state law, including hearings for the annual service and budget plans
- Appointing voting members to the CAC
- Contracting with nonpublic schools and agencies, when necessary, to provide appropriate special education services to students
- Ensuring a welcoming and respectful environment for students with disabilities within the Los Angeles Unified School District

Responsibilities of the Superintendent of Schools

The Superintendent of Schools serves as the Responsible Local Agency (RLA) administrator. The Superintendent of Schools is appointed by the LAUSD Board of Education. The Superintendent of Schools, with staff assistance, is responsible for District-wide implementation of educational processes and for formulating major District policies. Under the direction of the Board of Education, the Superintendent of Schools delegates appropriate authority and responsibility to the Deputy Superintendent of Instruction who provides support and direction to the Chief Special Education Officer. The Superintendent of Schools is responsible for the supervision, evaluation, and discipline of the Chief Special Education Officer who is appointed by the Board of Education, as are the Local District Superintendents.

The responsibilities of the Superintendent of Schools regarding special education include, but are not limited to:

- Recommending to the Board of Education the adoption of SELPA policies in accordance with federal and state laws and regulations
- Providing leadership in support of special education programs and services
- Recommending a District budget to the Board of Education, which includes a SELPA budget and when required by the Education Code, a SELPA annual budget plan

- Supervising or designating supervision of the SELPA Director
- Recommending adoption of the Special Education Local Plan to the Board of Education.

Responsibilities of the Chief Special Education Officer

The Chief Special Education Officer, serves as the SELPA Director and is responsible for administration of the Local Plan and fulfills the following responsibilities:

- Provides leadership and direction in the interpretation and implementation of federal and state mandates, District policies, and procedures for special education programs
- Develops a strategic plan for the development, implementation and monitoring of programs, services, and instruction that ensures the achievement of students with disabilities and prevention of misidentification for special education
- Provides for the development and evaluation of curricula, instructional materials, and specialized equipment
- Serves as a resource person to community groups, outside agencies, professional groups, Local District personnel and parents
- Promotes collaboration between special and general education personnel and parents in determining appropriate instructional support for eligible students with disabilities
- Ensures appropriate assignment of students with disabilities
- Monitors programs and services for compliance
- Maintains data and prepares local, state and federal special education reports as required
- Promotes collaboration among central support and Local District personnel to increase accountability for positive student outcomes
- Monitors the District and schools for compliance with state, federal and local special education mandates including personnel development, procedural safeguards, and other assurances
- Coordinates compliance reviews, District Validation Reviews (DVR), including DVR's of nonpublic schools with whom it maintains contracts, and independent charter schools authorized by the Board of Education within the SELPA
- Administers procedures to assure fiscal management of all special education funds
- Provides leadership and coordination in the development of a system of staff development and parent education
- Facilitates and monitors the development of interagency agreements
- Acts as a liaison with and provides fiscal support to the CAC

- Directs and supervises the implementation of compliant and due process safeguards and procedures

The Chief Special Education Officer is supported in ensuring that special education programs and services meet Federal and State legal mandates by the following administrative departments: Administration and Support; Program/Fiscal Accountability; Instruction/Least Restrictive Environment (LRE) Programs; MCD Monitoring/Policies and Procedures; Psychological Services/Due Process; Related Services; Early Childhood Special Education; and Operations.

Development of the Local Plan

The Los Angeles Unified School District is responsible for developing, adopting, submitting to the State Superintendent of Public Instruction, and implementing a Special Education Local Plan in accordance with Federal and State laws and regulations. The Board of Education approves policies and procedures that are reflected in the local plan.

A. Special Education Local Plan Advisory Committee

In accordance with E.C. §56195.3, the SELPA shall, in developing the Special Education Local Plan, “involve special and general education teachers selected by their peers and parents selected by their peers in an active role”.

1. The Los Angeles Unified School District SELPA has a Local Plan Advisory Committee to advise in the development of the Local Plan. The SELPA Director is responsible for coordination of the development of the Local Plan. The Local Plan Advisory Committee consists of members selected by their peers from the following group:
 - a) Parent representatives from the CAC
 - b) Chairperson of the CAC
 - c) Teacher Representatives
 - d) District personnel selected by the Executive Director
2. Local Plan Advisory Committee meetings review, revise, and advise on the content of the Local Plan.
3. Recommendations from the Local Plan Advisory Committee are shared with the CAC for input.

B. Regular Consultation Regarding Annual Service and Budget Plans.

Revisions or amendments to the Special Education Local Plan will be considered annually during the services and budget planning process, unless such revisions or amendments will be approved by the LAUSD Board of Education.

The Annual Budget Plan will be developed as part of the District's annual budget development process. The CAC acts in an advisory capacity to the development of the Annual Service and Budget Plan.

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