

VENTURA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

SELPA

GUIDELINES & PROCEDURES FOR THE LOCAL PLAN FOR SPECIAL EDUCATION



SECTION 7

EARLY CHILDHOOD

- SECTION 1 – GOVERNANCE
- SECTION 2 – SELPA-WIDE SERVICE DELIVERY
- Section 3 – Individual Student Planning
- SECTION 4 – INDIVIDUAL STUDENT PROGRAMMING
- Section 5 – Alternate Placement
- SECTION 6 – BEHAVIOR INTERFERING WITH LEARNING
- SECTION 7 – EARLY CHILDHOOD**
- SECTION 8 – PROGRAM AND PERSONNEL DEVELOPMENT AND REVIEW
- SECTION 9 – BUDGET
- SECTION 10 – PARENT INVOLVEMENT
- SECTION 11 – TRANSITION TO ADULT LIFE

This is one section of an eleven-part document. Visit our website below or call the SELPA to request copies of other sections. **Highlighted sections are local plan policy.**

Ventura County SELPA
777 Aileen Street
Camarillo, CA 93010
(805) 482-2353 (805) 482-2409 – fax
www.venturacountyselpa.com



TABLE OF CONTENTS

- I. Early Start Program**
 - A. Staff development
 - B. Programs, services and options
 - C. Procedural safeguards
 - D. Notices, consent forms and IFSP forms
 - E. Interagency collaboration with Regional Center
 - F. Interdistrict charts

- II. Transition to Preschool**

- III. Preschool**

- IV. Caseload for Preschool Services**

- V. Head Start**

- VI. Budgets**

- VII. Appendices (FOR COPIES OF APPENDICES, CONTACT SELPA AT (805) 482-2352)**
 - A. “Early Intervention Services”
 - B. Invoice for Early Intervention Services
 - C. “Walking the Path Together” brochure
 - D. ICC Brochures
 - E. Early Start Parent Rights – (English/Spanish)
 - F. Memorandum of Understanding with Tri-Counties Regional Center for Early Start
 - G. Interdistrict Programs Charts for Infant Services
 - H. “What’s Next After Early Start?”
 - I. Interdistrict Program Chart (3-4 year olds) and (DIS 3-22 year olds)
 - J. Memorandum of Understanding with Head Start
 - K. Handbook on Administration of Early Childhood Special Education Programs
 - L. Handbook on Assessment and Evaluation of Early Childhood Education Programs
 - M. Handbook on Family Involvement in Early Childhood Special Education Programs



I. Early Start Program

Designated districts provide Early Start services on a regional basis. Those designated districts are Conejo Valley Unified, Moorpark Unified, Oxnard Elementary, Simi Valley Unified, and Ventura Unified School Districts. These districts will serve all solely low incidence identified infants. Additionally, districts will *"dually serve"*, with Regional Center, an additional number of infants up to funded capacity. Regional Center remains payer of last resort for those children who are "dually served." The majority of children are from the Tri-counties Regional Center, but some are referred by North Los Angeles Regional Center.

A. Staff Development

Staff development activities are coordinated with those activities in the "Personnel Development" Section of this Local Plan. In addition, SELPA Early Start staff participates in the Early Start Personnel Development Committee to determine training needs and implement activities. All trainings include SELPA Infant Staff, Regional Center Staff, parents, and appropriate agency personnel, including staff of the Rainbow Connection Family Resource Center.

B. Programs, Services, and Options

Services provided by the school Early Start Program include special education and related services as per the Individual Family Service Plan (IFSP). These services are provided in the natural environment, to include home, group and community settings. **(Appendix 6-A "Early Intervention Services")**

For solely low incidence children, the designated school district provides additional early intervention services as indicated in the IFSP to include Occupational Therapy (OT), Physical Therapy (PT), nutrition services and respite care. These services are paid for directly by SELPA upon invoice by school district staff. **(Appendix 6-B, invoice for early intervention services)**

Each school district serving infants and toddlers has a transdisciplinary team of early intervention specialists which includes teachers, nurses and other specialists. The team works together to provide assessment and direct services to children and their families. In order to meet the needs of infants and toddlers with low incidence disabilities, the school district infant teams include specialists for vision and hearing impairments. The SELPA employs Occupational Therapists to provide OT services to infants not served by California Children Services (CCS), or to supplement services by CCS.

Infant Specialists provide numerous family involvement activities such as: participation in group activities, linking families with similar concerns together, and helping families be aware of support groups in the community to meet their specific needs. The Ventura County SELPA maintains a positive working relationship with the Rainbow Connection Family Resource Center. Every family receives a referral to the Family Resource Center. School staff disseminate all materials and informational items distributed by the Family Resource Center. In addition, the SELPA sponsors many activities for families including workshops on specific disabilities, the annual Walking the Path Together Conference **(Appendix 6-C)**,



workshops on the IEP process, and bi-monthly Interagency Coordinating Council meetings (**Appendix 6-D**). Free childcare and Spanish interpretation is provided at all these events.

C. Procedural Safeguards

The Ventura County SELPA is committed to providing all of the procedural safeguards to families of infants and toddlers with disabilities as mandated by state and federal law. Parent rights are given to all families upon initial meeting. (**Appendix 6-E**)

D. Notices, Consent Forms and IFSP Forms

See “Memorandum of Understanding (MOU) with Tri-Counties Regional Center,” for copies of all forms used in the Early Start Program. (**Appendix 6-F**)

E. Interagency Collaboration with Regional Center

See (**Appendix 6-F - MOU with Tri-Counties Regional Center**) which describes all procedures for Interagency Collaboration for providing services under California’s Early Start Program.

F. Interdistrict Charts

See attached **Appendix 6-G** for charts for service delivery for Infants and Toddlers 0-36 months.

II. Transition to Preschool

A. See **Appendix 6-F - MOU with Tri-Counties Regional Center** page 6 for description of transition process. See **Appendix 6-H - “What’s Next After Early Start?”** which is given to all families, describing the transition process.

III. Preschool

Preschool services are provided to students with IEPs in a variety of ways according to district procedures. Some districts offer special day class (SDC) services with a range of weekly program options. Designated Instruction and Services (DIS) services are provided to children in SDCs as per their IEPs.

Other children receive DIS services only, either in community preschools or at the local school sites. Children enrolled in State Preschool Programs or HeadStart may receive all IEP services in that setting.

If a child is offered an IEP at a public pre-school site, but the family enrolls the child in a private preschool, the child would be eligible for limited services under a Private School Individual Service Plan (ISP).

(See Appendix 6-I - Preschool Interdistrict Charts)



IV. Caseload for Preschool Services

The maximum caseload for a speech and language specialist providing services to preschoolers in special education program (between ages 3-5 years old) shall not exceed 40.

For group services provided to preschool children, the adult-to-child ratio shall not exceed 1:5.

V. Head Start

Some children with IEPs receive all or some of their programming in the Head Start Setting. **(Appendix 6-J - Memorandum of Understanding with Head Start)**

VI. Budgets

Please refer to “Budget” Section of this Local Plan for information on both infant and preschool budgets. Please refer to “Budget” section for low incidence funding pertinent to preschoolers.