

ADMINISTRATIVE

*Approval of Policy*

**Adopted: 3/7/2023**

**First Reading: 3/7/2023**

The Special Education Local Plan Area (SELPA) Governing Board shall be the policy making body for the Tuolumne County SELPA and its member Local Education Agencies (LEA). The policies and procedures adopted by the Governing Board under the authority of the adopting LEA board have the same status as other LEA board policy.

The Governing Board and/or SELPA Administrator shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new SELPA vision or goals, educational research or trends, or a change in the SELPA membership or SELPA Administrator. The need may also occur as a result of an incident that has arisen in the SELPA or a recommendation or request from staff or other interested persons.

As needed, the SELPA Administrator shall gather fiscal and other data, staff and public input, related SELPA policies, sample policies from other organizations or agencies, and other useful information to fully inform the Governing Board about the issue.

Any policies approved by the SELPA Governing Board which constitute a change to the Local Plan must be approved by each LEA Board of Trustees in order to become part of the Local Plan. The Policy Committee serves as an advisory body to the Governing Board. Recommendations made by the Policy Committee regarding changes to policy or new policy shall be brought to the Governing Board by the SELPA Administrator for consideration and review.

A proposed policy shall be a Governing Board agenda item for at least two (2) meetings of the Governing Board prior to approval. In the event of extreme emergency and by the unanimous vote of the members present, policy can be approved on first hearing.