



**South East Consortium for Special Education**  
3434 Marten Ave.  
San Jose, CA 95148  
Phone: 408.223.3771 / Fax: 408.532.9311

**Executive Council Meeting**  
**Wednesday, March 20, 2024 / 1:00 p.m.**

**AGENDA**

**I. PUBLIC SESSION**

- A. Welcome guests
- B. Hearing of persons wishing to address the Council or to present petitions: Members of the public may address the Council on any issues not otherwise on the agenda. No action can be taken on these items at this time, but they can be referred to the SELPA or put on a future agenda.

**II. CONSENT ITEMS**

- A. Approval of minutes, March 18, 2024

**III. ACTION ITEMS**

- A. Approval of Revisions to Chapter 1 (Identification, Referral and Assessment) of the South East SELPA Procedural Handbook ([link](#))

It is recommended that the Superintendents' Executive Council approve the revisions to Chapter 1 of the South East SELPA Procedural Handbook. The revisions delineate LEA responsibilities related to Child Find, referrals for Special Education assessments (including denial of assessment), assessment procedures (including special factors) and provide best practice guidelines for district teams.	Motion:
	Second:
	Action:
	Vote:

- B. Approval of Revisions to Chapter 2 (Early Childhood Education) of the South East SELPA Procedural Handbook ([link](#))

It is recommended that the Superintendents' Executive Council approve the revisions to Chapter 2 of the South East SELPA Procedural Handbook. The revisions include language specific to the Established Medical Disability eligibility category only used for children through age 5, clarifies the reassessment requirement for students prior to transitioning to Kindergarten, and updates the language to include Transitional Kindergarten.	Motion:
	Second:
	Action:
	Vote:

- C. Approval of Revisions to Chapter 3 (Identification and Assessment of Multilingual/English Learners) of the South East SELPA Procedural Handbook ([link](#))

It is recommended that the Superintendents' Executive Council approve the revisions to Chapter 3 of the South East SELPA Procedural Handbook. The revisions address state and federal law regarding identification, referral, assessment and eligibility and instruction of EL/ML students as well as IEP development including culturally and linguistically appropriate goals and practices.	Motion:
	Second:
	Action:
	Vote:

D. Approval of Revisions to Chapter 4 (Procedural Safeguards) of the South East SELPA Procedural Handbook ([link](#))

It is recommended that the Superintendents' Executive Council approve the revisions to Chapter 4 of the South East SELPA Procedural Handbook. The revisions update the language from "Executive SELPA Director" to "SELPA Director" and attach a copy of the current Procedural Safeguards.	Motion:
	Second:
	Action:
	Vote:

**IV. INFORMATION**

- A. Procedural Handbook Chapter 11
- B. SELPA Restructuring
- C. [SELPA Local Plan Sections A and B](#)
- D. SELPA Director Update\*

**V. OTHER**

**VI. ADJOURN**

\*handout

**Next Meeting: Wednesday, May 22, 2024 / 1:00p.m.**