

COMPREHENSIVE SYSTEM OF PERSONNEL DEVELOPMENT (CSPD)

20 USC 1412 (a)(14-15), 1413 (a)(3)

56205 (a), State Board Policy 06/11/98

POLICY

It shall be the policy of the Sacramento County SELPA that it will support and assist the state's efforts and activities to ensure an adequate supply of qualified special education, general education, and related services personnel.

PROCEDURES

Implementation of the Sacramento County Local Plan requires ongoing personnel development to provide appropriate learning experiences, which promote understanding, increase skills and expertise, and ensure that federal and state law will be followed. Regionalized personnel development opportunities, will:

1. Provide participants with the necessary information, training and resources to ensure compliance with special education as required by federal and state law.
2. Provide the participants with opportunities to engage in activities that enhance personal and professional growth.
3. Meet the needs of personnel, school programs, parents, and students as they relate to the development and implementation of Individualized Education Programs for students with disabilities.

The Sacramento County SELPA will provide regionalized personnel development opportunities to members of the SELPA and others. Sacramento County SELPA personnel development offerings will adhere to the following policy requirements:

1. Will be available to representatives from general education, special education, administrators, support staff, paraprofessionals, parents, NPS/NPA staff, agencies, and private schools;
2. Will ensure working collaboration with all member districts, including County Offices of Education and Juvenile Court Schools, Special Education Community Advisory Committee, Region 3 of the Comprehensive System of Personnel Development Advisory Committee

(CSPDAC), Head Start, Children's System of Care (Mental Health, Social Services, Probation, Drug & Alcohol, Community Health), California Children's Services, Alta California Regional Center, and Department of Rehabilitation;

3. LEAs and educational representatives *will* ensure notification of personnel development opportunities and encourage and support attendance;
4. Will include training for new staff as well as provide continuing education opportunities based on the needs assessments.

Regionalized Sacramento County SELPA staff development offerings will adhere to the following guidelines:

1. The Sacramento County SELPA and its LEAs are responsible for overall coordination of personnel development in accordance with policy approved by the Council of Superintendents.
2. The Sacramento County SELPA and its LEAs will work together to ensure that appropriate participants are notified and will support the staff's attendance, as appropriate.

It is the responsibility of the LEA Administrator and/or the supervisor to determine which district personnel will participate in specific staff development activities and to make the necessary arrangements within the district for their participation, including release time.

3. The SELPA–LEA Program Specialists will gather information, identify needs, and share findings and recommendations with the Operations Council for discussion and direction. Based on the Operation's Council, the SELPA Program Specialist will:
 - Arrange presenters
 - Arrange locations
 - Publish and distribute staff development calendar to all identified participants
 - Inform Operations Council of on-going and staff development offerings
 - Ensure that state and/or federal requirements for staff development are offered
 - Participate in Region 3 of CSPDAC to coordinate staff development offerings with other SELPAs
4. SELPA representatives, and others will work together to avoid duplication of in-service offerings, and be responsible to individual LEAs for staff development needs that may arise and if possible, provide assistance and resources.
5. The SELPA staff will be responsible to individual LEAs for personnel development needs that may arise; and, as possible, will provide assistance and resources.

6. Personnel Development offerings will be evaluated by workshop attendees, the Operation Council representatives, and the Staff Development Committee, to assess effectiveness and to determine future offerings.
7. The SELPA and LEAs will ensure that CAC representatives and parents have opportunities for input and will be informed of regionalized personnel development offerings.
8. The Sacramento County SELPA recognizes that individual LEAs have responsibilities to provide personnel development opportunities independent of the Sacramento County SELPA.