

SONOMA COUNTY SELPA

SUMMARY OF PRIVATE SCHOOL REFERRAL PROCEDURES

Background

IDEA 2004 requires districts where private schools are located to be responsible for conducting child find and assessment activities to determine eligibility for special education and related services. The district of residence of the child is responsible for developing the IEP and offering a free, appropriate public education (FAPE).

The districts in Sonoma County SELPA have agreed that the district where the private school is located will refer the task of conducting the assessment to determine eligibility for special education and related services to the district of residence of the child. The district of residence will conduct the assessment, develop the IEP, and offer FAPE, if appropriate. The district of residence will also offer an Individual Service Plan (ISP) if appropriate.

1. If a referral is made to the district of location (DOL), the DOL will inform the parent and/or the private school that the assessment will be conducted by the district of residence (DOR).
2. The DOL will contact the DOR within 3 days of receipt of a referral.
3. The DOL will obtain parent consent to exchange any personally identifiable information about the child with the DOR and transmit a copy to the DOR.
4. The DOR will obtain parent consent to exchange any personally identifiable information about the child with the DOL and private school.
5. A Student Study Team (SST) may be held in conjunction with the private school if necessary.
6. The DOR will conduct the assessment, develop the IEP, offer FAPE, if appropriate, following all applicable timelines and legal procedures.
7. The DOR will conduct the Annual Review and produce the Individual Service Plan if appropriate.