

# Special Education Association of Peoria County

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**Special Education Association of Peoria County**

# **Special Education Association of Peoria County**

## **POLICY MANUAL**

The online manual provides the district's board of education policies, regulations, and related documents in a fully searchable, easy-to-use format.

### **Navigation**

- Access the Table of Contents (TOC) using the main menu at top left.
- Search with confidence using the search box atop every page.
- Share or print from your mobile device using the document-specific menu at top right of each document.

### **Questions?**

If you have any questions or comments regarding this manual, please contact the local district office.

**Special Education Association of Peoria County**



**SECTION 1 - SCHOOL DISTRICT ORGANIZATION**

**Special Education Association of Peoria County**

## **1:10 Association Legal Status**

The Illinois Constitution requires the State to provide for an efficient system of high-quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities.

The General Assembly has implemented this mandate through the creation of Associations. The Association is governed by the laws for Associations serving a resident population of not fewer than 1,000 and not more than 500,000.

The Board of Control constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

The Association is organized pursuant to Sections 10-22.31 and 3-15.14 of the School Code (105 ILCS 5/10-22.31 and 3-15-14). The Governing Agreement provides the details of the Association's status.

LEGAL REF.: Ill. Constitution, Art. X, Sec. 1.

105 ILCS 5/10-1 et seq.

CROSS REF.: 2:10 (Association Governance), 2:20 (Powers and Duties of the Board of Control; Indemnification)

ADOPTED: March 8, 2019

**Special Education Association of Peoria County**

## **1:20 Association Organization, Operations, and Cooperative Agreements**

The Special Education Association of Peoria County is organized and operates as an Association serving the educational needs as required by the School Code.

The Association enters into and participates in joint programs and intergovernmental agreements with units of local government and other Associations in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the Association and the community. The Director shall manage these activities to the extent the program or agreement requires the Association's participation, and shall provide periodic implementation or operational data and/or reports to the Board of Control concerning these programs and agreements.

The Association's governing agreement - March 2010 may be accessed at:

[www.seapco.org](http://www.seapco.org)

LEGAL REF.: Ill. Constitution, Art. VII, Sec. 10.

5 ILCS 220/1 et seq.

ADOPTED: March 8, 2019

**Special Education Association of Peoria County**

## **1:30 Association Philosophy**

The philosophy of SEAPCO is to serve students with diverse needs through an inclusive environment that is part of general education and that includes a full continuum of specialized services.

The following statements support this philosophy:

- An inclusive environment is one that is accepting, collaborative, supportive, and integrative, providing equal access to opportunities in general education that are based on an individual student's needs.
- Whenever possible, the student's education will be based in general education classes. Special education services that are non-categorical, team-based, and collaborative will support the student in that environment.
- Students will be provided the opportunity to become productive, participating members of the community through specialized instruction that is individualized, objective-based, and skill-oriented.
- Staff development is essential for progress, and is vital to the development of evolving professional roles.
- The needs of the whole student, from birth through transition into the community, will be addressed through increased networking and support systems.
- Parent/guardian and family involvement and the opportunity for their continual education are essential to individual student progress.
- Dissemination of information and provision of quality services are essential to meet the diverse needs of member school districts and their communities.

CROSS REF:2:10 (Association Governance), 3:10 (Goals and Objectives), 6:10 (Educational Philosophy and Objectives)

ADOPTED: March 8, 2019

**Special Education Association of Peoria County**

## **1:32 Association Decentralization of Services**

### POLICY:

SEAPCO will cooperate with district(s) that employ staff to provide special education related services.

### PROCEDURE

#### Voting:

Districts that employ their own staff for a service and do not utilize SEAPCO services in that discipline will abstain from voting on issues related to that discipline. If there is a question regarding voting rights, the Board Chairperson will determine voting status after allowing an opportunity for district comment.

#### Funding:

State/Federal project applications written by and disbursed to SEAPCO for monies generated as a result of the number of special education students serviced will pool monies for the entire cooperative. SEAPCO supplies and equipment may be loaned to districts employing special education staff. It is understood that consumable items will be replaced.

#### Program Compliance for District Withdrawal:

Any district which intends to provide services within the district and not through SEAPCO shall do so in a manner that does not jeopardize the compliance of all member districts. Each member district shall comply with applicable state and federal laws, Illinois State Board regulations, SEAPCO Policies and procedures, and SEAPCO's ISBE-approved required procedures. In addition, districts which employ their own staff will provide a commitment to inservice to such staff, including district administrators.

#### Paperwork:

The SEAPCO Director will be available to provide consultation to districts employing special education staff so that the district is able to complete any and all forms that are required to generate reimbursement.

#### Timeline:

Between September 1 and November 1 of each school year, districts may notify the Director in writing of their intent to provide services within the district for the next school year rather than use the cooperatives services. Such services include, but are not limited to, the following: psychological, social work, speech and language, classroom teachers, and teacher assistants. If the written request is not received, the Director will plan for the same level and type of services as necessary to meet projected needs and state and federal regulations and requirements.

By February 1 of each year, any district that has provided notice outlined in the previous paragraph must deliver any and all signed agreements regarding transfer and employment to the Director.

By February 1 of each year, all districts must notify the Director of their request for services beyond the minimum required by state regulation including, but not limited to, the following: psychological, social work, speech and language, classroom teachers, and teacher assistants. If the written request is not received, the Director will plan for the same level and type of services as necessary to meet projected needs and state and federal regulations and requirements. This request is intended to be presented through the SEAPCO Hiring Survey which is updated annually by member district.

Annually, the Director will make recommendations to each district about the level of services that are

required to meet the district's needs for special education services. The recommendations will be based on past usage of services, projected changes in service delivery, projected numbers of students, and other applicable data.

All reductions in force will be discussed in accordance with applicable law and established rules and regulations.

If a district notifies the Director by February 1 of its decision to provide services within the district but later decides to use SEAPCO's services, that district's request(s) for services will be filled last after all other district requests are filled.

If a district wishes to change its service request(s) after February 1, the Director will bring the request to the SEAPCO Board of Control for discussion of the impact that the change would have on programs, services, and costs. The discussion will include issues of state and federal law, rules, and regulations. The Board of Control will make the final decision about how to accommodate the requested changes.

POLICY:

Member districts will share costs for attorneys' fees as they relate to SEAPCO's provision of services to students with disabilities.

PROCEDURE:

All costs for attorneys' fees incurred prior to the filing of a due process hearing are billed under SEAPCO's administrative budget. Each district shares the costs on the basis of the fall housing report.

If a due process hearing request is filed or court action is taken, the district against which the request is filed shares the cost equally with SEAPCO (50/50 split).

ADOPTED: March 8, 2019

**Special Education Association of Peoria County**