

Interagency Agreement for  
Children from Birth to Thirty-Six (36) Months of Age  
Eligible for Services under Part C of the Individuals  
with Disabilities Education Act (IDEA)

Between the Local Education Agency (LEA)  
Santa Clarita Valley SELPA  
(SCV SELPA)

and

North Los Angeles County Regional Center  
(NLACRC)

July 1, 2019 – June 30, 2020

Interagency Agreement for  
 Children from birth to thirty-six (36) months of age  
 Eligible for Services under Part C of the Individuals with Disabilities Education Act  
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Between the Local Education Agency (LEA)  
 Santa Clarita Valley SELPA  
 and  
 North Los Angeles County Regional Center  
 NLACRC (RC)

**A. REFERRAL PROCEDURES:** The Santa Clarita Valley SELPA and the NLACRC shall work cooperatively to meet the needs of all children eligible for services under Early Start Part C of the Individuals with Disabilities Education Act (I.D.E.A.). The term, "eligible infant or toddler" means an infants or toddler from birth to 36 months who demonstrate through documented evaluation(s) and assessment(s) meet one of the following criteria: (1) have a developmental delay in one or more of the following five areas: cognitive development, communication development, social or emotional development, adaptive development, or physical and motor development including vision and hearing; and show a 33% delay in one area of development; or, (2) have an established risk condition of known etiology, with a high probability of resulting in delayed development; or, (3) who are at high risk of having substantial developmental disability due to a combination of biomedical risk factors. (California Government Code, Section 95014(a).

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
1.0 SCV SELPA/LEA will refer all infants and toddlers that may be potentially eligible for NLACRC, IDEA Part C services. All cases regarding children suspected of being eligible for services under Part C will be referred to the NLACRC within seven (7) days of identification (34 CFR, Part 303.303). The NLACRC is responsible to evaluate and determine eligibility.	1.0 NLACRC will refer all infants and toddlers that may be potentially eligible for LEA services, under Part C for solely low incidence condition within seven (7) days of identification (34 CFR, Part 303.303). SCV SELPA is responsible to evaluate and determine eligibility.
2.0 Each SELPA/LEA is responsible for providing services to solely low incidence children birth to thirty-six months of age. Low incidence disabilities are defined as severe disabling conditions that include hearing impairments, vision impairments, and orthopedic impairments, or any combination thereof. (E.C. 56425)	2.0 If solely low incidence eligibility can be determined without the NLACRC assessment, the NLACRC will refer directly to SCV SELPA infant contact person. If the NLACRC conducts an assessment, as soon as "solely low incidence" eligibility is determined the NLACRC shall make a referral to SCV SELPA Early Start within seven (7) days (34 CFR, Part 303.303).
3.0 If toddler is 2 years, 9 months of age or more at the time of initial referral to NLACRC, SCV SELPA may accept referral for educational assessment and recommendations regardless of disabling conditions, with parental consent. 3.1 If at intake a child is 2 years, 6 months of age or over, the SCV SELPA Preschool Transition Specialists will facilitate the transition process with the child's parent.	3.0 If toddler is 2 years, 9 months of age or more at the time of initial referral to NLACRC, the RC may refer child to SCV SELPA for educational assessment and recommendations regardless of disabling condition, with parent consent. 3.1 If at intake a child is 2 years, 6-months of age or over, NLACRC shall provide the parent with contact information for the SCV SELPA Preschool Transition Specialist in order to facilitate the transition process.

<p>4.0 SCV SELPA will identify an individual that will act as infant contact for all children birth to three years of age referred to SCV SELPA Early Start.</p>	<p>4.0 The NLACRC will identify an individual who will act as infant contact for all children birth to three years of age referred to SCV SELPA Early Start and determined to be eligible for Early Start.</p>
<p>5.0 SCV SELPA assumes the responsibility to set up the IFSP meeting of all solely low incidence children referred, but not assessed by the NLACRC.</p>	<p>5.0 The NLACRC assumes the responsibility to set up the IFSP meeting of all children assessed by the NLACRC.</p>
<p>6.0 Within 45 days of the initial referral, SCV SELPA Early Start will complete the evaluation and assessment process and have an IFSP meeting for all children referred to education and suspected of being solely low incidence.</p> <p>6.1 Entering SCV SELPA Early Start system for Part C infant services shall be family directed and voluntary on the part of the family.</p> <p>6.2 If assessment cannot be completed within 45 days due to exceptional family circumstances, an interim IFSP may be written. Documentation of family status with proposed follow-up by SCV SELPA Early Start will be made in the child's file.</p>	<p>6.0 Within 45 days of referral for all children suspected of being eligible for services under Part C, the NLACRC will complete the evaluation and assessment process and have an IFSP meeting completed if determined to be eligible for early start.</p> <p>6.1 Entering the NLACRC system for Part C, early intervention services shall be family directed and voluntary on the part of the family.</p> <p>6.2 If assessment cannot be completed within 45 days due to exceptional family circumstances, an interim IFSP may be written. Documentation of family status with proposed follow-up by the NLACRC will be made in the child's file.</p>
<p>7.0 If a child is referred to Early Start Services less than 45 days before his 3<sup>rd</sup> birthday, the Preschool Transition Specialist will give the parent contact information for the LEA of residence.</p>	<p>7.0 If a child is referred to Early Start Services less than 45 days before his 3<sup>rd</sup> birthday, the Service Coordinator will give the parent contact information for the LEA of residence.</p>

**B. CHILD FIND:** NLACRC (RC) and SCV SELPA/Local Educational Agency (LEA) will conduct child find activities to locate all infants and toddlers who may be eligible for early intervention services. This activity will also assure that RC and LEA will not have to duplicate efforts in the area of child find. IDEA Part C § 303.115 and CCR Title 17 Sect. 52040.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>1.0 In most cases, birth to 36 months are not enrolled in any public school programs. Therefore, a primary responsibility of SCV SELPA Early Start to make families, schools, and agencies aware of available special education services and criteria for eligibility. "Child Find" information is disseminated through letters, program brochures, presentations and workshops. Such educational information is directed to the following:</p> <ul style="list-style-type: none"> <li>-Local Hospitals,</li> <li>-Neighborhood Schools (Information is provided to families of school age children)</li> <li>-District Early Education Centers</li> <li>-Agencies and individuals providing medical, social, and education services in the community.</li> <li>-Head Start Agencies</li> <li>-NLACRC</li> <li>-Family Resource Centers</li> <li>-Physician's Offices/ Clinics</li> <li>-Private Preschools/Day Care Providers</li> <li>-Child Care Resources and Referral Services</li> </ul>	<p>1.0 The NLACRC will conduct the following child find activities:</p> <ul style="list-style-type: none"> <li>- Assign liaisons to local hospitals and attend NICU rounds</li> <li>- Contact local parent organizations and support groups;</li> <li>- Distribute early intervention materials to agencies and individuals in the community;</li> <li>- Produce fact sheets regarding early intervention; and</li> <li>- Make presentations to local professional groups and other organizations who serve culturally diverse populations.</li> </ul>
<p>2.0 SCV SELPA/LEA will collaborate with NLACRC and the Family Resource Center in local child find activities.</p>	<p>2.0 The NLACRC will collaborate with LEA and the Family Resource Center in local child find activities.</p>
<p>3.0 SCV SELPA/LEA will inform primary referral sources (including, but are not limited to hospitals, including prenatal and postnatal care facilities, physicians, parents, child care programs, LEAs, public health facilities, other social services agencies and other health care providers) of:</p> <ul style="list-style-type: none"> <li>-The eligibility criteria for early intervention services;</li> <li>-The types of early intervention services available through the Early Start Program;</li> <li>-Contact persons and telephone numbers for LEA; and</li> <li>-Federal requirements that a referral will be made to the NLACRC or LEA within seven (7) working days of identification of a child who is in need of Early Intervention (E.I.) services.</li> </ul>	<p>3.0 The NLACRC will inform primary referral sources (including, but are not limited to hospitals, including prenatal and postnatal care facilities, physicians, parents, child care programs, LEAs, public health facilities, other social services agencies and other health care providers) of:</p> <ul style="list-style-type: none"> <li>-The eligibility criteria for early intervention services;</li> <li>-The types of early intervention services available through the Early Start Program;</li> <li>-Contact persons and telephone numbers for NLACRCs; and</li> <li>-Federal requirements that a referral will be made to the NLACRC or LEA within seven (7) working days of identification of a child who is in need of Early Intervention (E.I.) services.</li> </ul>

**C. EVALUATION AND ASSESSMENT PROCEDURES:** Assessment means the ongoing procedures used by appropriate qualified personnel throughout the period of a child's eligibility to identify the child's unique strengths and needs in five developmental areas consisting of: 1) cognitive development, 2) physical and motor development including vision and hearing, 3) communication development, 4) social or emotional development, and 5) adaptive development. Assessment and the sharing of results shall be completed within the 45-day timeline. All children referred for assessment and/or services are afforded individual rights and protections as required by federal and state statutes from the time referral is made. (CCR 17 Sec. 52082)

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
1.0 Upon notification of a child suspected of being eligible for services under Part C, the Local Educational Agency will refer the family directly to the NLACRC.	1.0 The NLACRC will evaluate all children suspected of being eligible for services under Part C to enter the NLACRC system.
<p>2.0 SCV SELPA will accept referrals from the NLACRC for a child who is solely low incidence and SCV SELPA assumes responsibility for assessment.</p> <p>2.1 Per mandate, SCV SELPA shall accept referrals from the CDE Newborn Hearing Screening Program. SCV SELPA shall contact child's family to initiate evaluation and assessment.</p> <p>2.2 If a child is 2 years 9 months of age or more, SCV SELPA shall accept direct referral for educational evaluation, assessment and recommendations for Part B, IDEA, regardless of disabling condition with parental consent.</p>	<p>2.0 If solely low incidence can be determined without the NLACRC assessment, referral will be made directly to SCV SELPA contact person.</p> <p>2.1 The NLACRC shall accept referrals for dually eligible infants and toddlers from SCV SELPA and will assume responsibility for ongoing assessment(s).</p> <p>2.2 If child is 2 years, 9 months of age or more, the NLACRC shall refer child to SCV SELPA for educational evaluation, assessment and recommendations regardless of disabling condition with parental consent.</p>
3.0 SCV SELPA will provide all service coordination to infants and toddlers determined to be solely low incidence.	3.0 The NLACRC will provide all service coordination to infants and toddlers eligible for Part C services. The NLACRC will serve as lead agency for dually eligible infants and toddlers and will coordinate all IFSP meetings with SCV SELPA.

**D. EXCHANGE OF INFORMATION:** All efforts should be made to ensure that child's eligibility determination should not be delayed due to information not being available. Timely exchange of information will result in more efficient procedures for eligibility, without duplication of services and unnecessary burdens to the family.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
1.0 SELPA/LEA will obtain parental written consent before initial evaluation and assessments are conducted, and early intervention services are initiated.	1.0 NLACRC will obtain parental written consent before initial evaluation and assessments are conducted, and early intervention services are initiated.
2.0 SELPA/LEA will obtain parental written consents to exchange information between LEA and NLACRC.	2.0 NLACRC will obtain parental written consent to exchange information between NLACRC and LEA.
3.0 SELPA/LEA will provide RC a copy of the Individualized Education Program for children who are found eligible to receive Part B of IDEA services at three years of age, with parental consent.	3.0 NLACRC, with parental consent, will obtain a copy of the Individualized Education Program for children who are found eligible to receive Part B of IDEA services at three years of age, even if they will not be eligible for continued NLACRC services under the Lanterman Act.

**E. INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP):** Each child eligible for services under Part C must have an Individualized Family Service Plan. The evaluation, assessment, and meeting to develop the IFSP must be held within 45 calendar days from the time of referral. All IFSP meetings shall be in the home language of the family and the IFSP shall be in writing. IDEA Part C § 303.20 and CCR Title 17 52102

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>1.0 SCV SELPA is responsible for developing the IFSP for solely low incidence children.</p> <p>1.1 The IFSP team will include representatives from all agencies that can provide necessary services needed by the infant and/or family. Conference by telephone or by written report can be used if IFSP attendance is not possible.</p>	<p>1.0 The NLACRC is responsible for developing the IFSP for children eligible under RC Early Start.</p> <p>1.1 The IFSP team will include representatives from all agencies that can provide necessary services needed by the infant and/or family. Conference by telephone or by written report can be used if IFSP attendance is not possible.</p>
<p>2.0 The IFSP document will be written and implemented in accordance with state and federal regulations.</p>	<p>2.0 The IFSP document will be written and implemented in accordance with state and federal regulations.</p>

**F. TRANSITION:** All children receiving Early Start services are potentially eligible for LEA special education and related services at age three. The NLACRC must ensure to notify SCV SELPA of all potentially eligible toddlers, not fewer than 90 days prior to the toddler's third birthday in accordance with 34 CFR 303.209(b). The purpose of transition is to begin planning for service options as the individual with exceptional needs approaches age 3 (no later than 36 months of age). The child who is served by either an LEA or NLACRC shall have the benefit of transition planning from the infant services program to the preschool services operated by an LEA under Part B of the Individuals with Disabilities Education Act. The service coordinator shall notify SCV SELPA where the toddler resides that there will be an IFSP transition plan and conference (IFSP/TPC), requiring the attendance of an LEA representative to establish a transition plan in the IFSP not fewer than 90 days and not more than 9 months before the toddler's third birthday (no later than 36 months of age) in accordance with 34 CFR 303.209 and 303.344.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>1.0 SCV SELPA shall confirm receipt of invitation and attend the transition planning conference and IFSP meeting between 2.3 years old but not fewer than 90 days prior to the child's third birthday.</p>	<p>1.0 The service coordinator shall identify mutually agreeable dates, times, and locations in advance and send the invitation to SCV SELPA and parent for the transition planning conference and IFSP meeting between 2.3 years but not fewer than 90 days prior to the child's third birthday.</p>
<p>2.0 During the IFSP/TPC, SCV SELPA shall participate in the discussion of the transition steps as part of the IFSP including:</p> <ul style="list-style-type: none"> <li>• assessment process,</li> <li>• timelines</li> <li>• eligibility criteria</li> <li>• IEP meeting process</li> <li>• review possible preschool program and services options</li> <li>• suggest a notification/referral date at least 90 days prior to the third birthday</li> <li>• identify additional information to be included</li> </ul>	<p>2.0 During the IFSP/TPC, the NLACRC shall facilitate discussion of the transition process as part of the IFSP. Service Coordinator will update and document:</p> <ul style="list-style-type: none"> <li>• present levels of development,</li> <li>• resources, priorities, and concerns</li> <li>• review of progress on outcomes and continuing services</li> <li>• transition services and activities the IFSP team identifies as needed</li> <li>• notification referral date of at least 90 days prior to the third birthday</li> <li>• obtain written parental consent for additional information to be sent to SCV SELPA at the time of referral beyond name, birth date, and parent contact information</li> <li>• provide a copy of the IFSP/TPC to SCV SELPA</li> <li>• identify additional information to be included</li> </ul>
<p>3.0 SCV SELPA/LEA, in collaboration with NLACRC, will determine the date of notification/referral. By or upon that date, the LEA representative will deliver the referral to the appropriate school district. 3.1 Upon receipt of the notification/referral SCV</p>	<p>3.0 The NLACRC will send the notification/referral by the agreed upon date, but no fewer than 90 days prior to the third birthday to SCV SELPA/LEA, which will include:</p> <ul style="list-style-type: none"> <li>• name, date of birth, parent contact information, and family's primary language.</li> </ul>



<p>SELPA/LEA within 15 days will send the assessment plan to the parents for signature.</p>	<ul style="list-style-type: none"> <li>referral may include other information with parent consent</li> </ul> <p>3.1 The NLACRC will instruct parent to sign and return SCV SELPA assessment plan to SCV SELPA/LEA in a timely manner.</p>
<p>4.0 The Preschool Transition Specialist will submit the referral packet to the LEA on the referral date that was agreed to at the TIFSP.</p>	<p>4.0 The Preschool Transition Specialist will submit the referral packet to the LEA on the referral date that was agreed to at the TIFSP</p>
<p>5.0 The LEA will send the assessment plan to the parents for signature within 15 days of receipt of the referral. 5.1 With parent consent, the LEA will assess the child in areas of identified need.</p>	
<p>6.0 The LEA will schedule an initial IEP team meeting to include parent and all other necessary personnel. The Regional Center Service Coordinator will be invited, with parent permission, if necessary. The IEP will be developed and implemented by the child's third birthday.</p>	<p>6.0 The Regional Center Service Coordinator will be invited to the IEP meeting, with parent permission, if necessary.</p>
	<p>7.0 NLACRC may continue providing or purchasing services for preschoolers who have been determined eligible for NLACRC services: (1) until the beginning of the next school term after the toddler's third birthday during a period when SCV SELPA special education preschool program is not in session; and (2) when the multidisciplinary team determines that services are necessary until SCV SELPA special education program resumes. Additionally, exemption criteria under Welfare and Institutions Code SEC. 13, Section 4648.5 (a)(3) and Section 4648.5(c) must be met.</p>

**G. SERVICE COORDINATION:** Service Coordination is an early intervention service and must be provided under public supervision. The role of the Service Coordinator is to facilitate implementation of the IFSP and to coordinate services with other agencies and persons. The Service Coordinator must be knowledgeable about eligible infant and toddler programs, Part C law and regulations, nature and scope of services under Part C of IDEA § 303.34

**The following applies to both SCV SELPA Early Start and the NLACRC**

- 1.0 SCV SELPA/NLACRC will appoint a service coordinator that meets the standards under Part C.
- 2.0 The service coordinator will serve as the primary point of contact for eligible children and families.
- 3.0 The service coordinator shall be responsible for coordinating with other agencies and person providing services to the family.
- 4.0 Service coordination activities include:
  - Coordinating evaluations and assessments.
  - Facilitating and participating in the development, review, and evaluation of individualized family service plans.
  - Assisting families in identifying service providers and informing families about additional non-required services.
  - Coordinating and monitoring the delivery of services outlined on the IFSP.
  - Informing families of Early Start Parent Rights and procedural safeguards
  - Facilitating the development of a transition plan from Part C to Part B preschool service (as appropriate) and/or other community resources.

**H. TRANSFERS WITHIN CALIFORNIA:** NLACRCs and SCV SELPA/Early Start will manage respective transfers of children within areas in California. This is necessary to ensure the efficient and timely integration into the services system in the new area. CCR Title 17 Sect. 52111

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>1.0 SCV SELPA/Early Start will transfer a child's special education records, or a copy thereof, within five working days of receipt of a request from an education agency where child has enrolled.</p>	<p>1.0 RC will transfer a child's case to another Regional Center upon notification of a family's move out of the RC's catchment area. Transfers will be handled according to RC's Policy and Procedures for Inter-Regional Center case transfers.</p>
<p>2.0 For solely low incidence disability eligible children transferred from another educational agency LEA will immediately provide an interim placement for a period not to exceed 30 days.</p> <p>2.1 For solely low incidence disability eligible children, SCV SELPA Early Start will implement services as specified on existing current IFSP to the extent possible within existing resources or develop a new IFSP.</p> <p>2.2 For solely low incidence disability eligible children before the expiration of the 30-day period, the interim services shall be reviewed by the IFSP team and a final recommendation shall be made by the team and a new IFSP will be developed.</p>	
	<p>3.0 RC Service Coordinator will contact new families as soon as possible upon receipt of a new case, and will review and revise the IFSP as needed to make changes in service caused by the use of new providers or the availability of generic services.</p>

**I. PROVISION OF SERVICES:** All services must be provided and monitored by appropriate qualified personnel. Services to families are to provide the "...supports and services necessary to enhance the capacity of the family to meet the developmental needs of the child." It is understood that the level, type, frequency, and provider of services may change upon transfer of a case between agencies.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
1.0 SCV SELPA shall provide services to all solely low incidence children pursuant to E.C. Chapter 4.4, Section 56026.5	1.0 NLACRC shall coordinate and/or provide services pursuant to Part C, IDEA (34 CFR Part 303) listed on the IFSP, as payer of last resort.
2.0 An LEA serving infants prior to October 1, 1993, shall continue to serve non-categorical infants at their 1980-81 mandated numbers. 2.1 SCV SELPA is under no obligation to continue the NLACRC provided services prior to LEA referral.	2.0 If a child is determined to be no longer eligible for Part C, NLACRC shall discharge child in accordance with standard practice and applicable regulations. 2.1 If the child is solely low incidence, the NLACRC shall refer child to SCV SELPA Early Start.
3.0 SCV SELPA shall consider the NLACRC recommendations, but is not obligated to implement such services provided by NLACRC.	3.0 With written parent consent, the NLACRC personnel shall provide records regarding services provided by NLACRC prior to child transitioning to SCV SELPA for services.

**J. PAYER OF LAST RESORT:** The NLACRC or SCV SELPA Early Start is ultimately responsible to arrange, provide, or pay for appropriate Early Intervention Services as defined in Federal Regulations 34 CFR, Part 303 as listed on an IFSP as required, after all other providers or payers have been fulfilled under state or federal law. Other providers or payers shall include insurance, community resources and other agencies.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>1.0 SCV SELPA are payer of last resort for infants and toddlers who meet eligibility as a child with a solely low incidence, vision, hearing, or severe orthopedic impairment, or any combination thereof.</p>	<p>1.0 The NLACRC is the payer of last resort for all children eligible for Early Start. In compliance with federal and state law and regulation, other than for evaluation and assessment, families are required to use their private insurance or health care service plan for medical services identified in the IFSP.</p>
<p>2.0 Any review or referral to other providers or payers shall not delay the provision of early intervention services specified on the IFSP and shall begin as soon as possible</p>	<p>2.0 Any review or referral to other providers or payers shall not delay the provision of early intervention services specified on the IFSP and shall begin as soon as possible. Services shall begin as soon as possible, but no later than 45 days after the signed IFSP.</p>

**K. PROCEDURAL SAFEGUARDS AND SURROGATE PARENT(S)/HOLDER OF EDUCATIONAL RIGHTS:** SCV SELPA Early Start and/or NLACRC's IFSP process assures a timely, comprehensive, multi-disciplinary evaluation for each infant/toddler from birth to 36 months of age and their family. If eligible, the infant/toddler and family have the right to appropriate Early Intervention Services.

**PROCEDURAL SAFEGUARDS SUMMARY**  
**The following applies to the Local Educational Agency and**  
**NLACRC's Early Start Program**

- 1.0 Written parental consent must be obtained prior to conducting evaluations, assessments, and beginning of Early Intervention Services.
  - 1.1 SCV SELPA or the NLACRC shall make reasonable efforts to ensure that the family is aware of the nature of the evaluation, assessment, and or services available.
  - 1.2 Parents will be informed that they have a right to decline any or all of these services. SCV SELPA or the NLACRC shall document this.
- 2.0 Parents are to be notified, in their native language, of meetings when issues of eligibility and services are discussed. This includes identification, beginning or modifying services, and denial of evaluation, services, or placement.
  - 2.1 Meetings shall be held at times mutually convenient to families, unless it is clearly not feasible to do so.
- 3.0 Parents have the right to confidentiality of personally identifiable information.
- 4.0 Parents have the right to invite anyone of their choosing to assist them at meetings.
- 5.0 Parents have the right to utilize administrative process to resolve complaints. Procedures for complaints and due process hearings shall be available to parents.
- 6.0 Parents have the right to be informed of the location of records, and the policies and procedures regarding the maintenance of records. Parents have the right to access the child's Early Intervention records.

## **SURROGATE PARENT**

### **The following applies to the Local Educational Agency and NLACRC's Early Start Program**

7.0 A surrogate parent shall be designated in accordance with Federal Regulations (34 CFR 303.422). This section does not apply to infants and toddlers who are dependents of the juvenile court, refer to section Holder of Educational Rights. Within 30 days after SCV SELPA Agency determines that the child needs a surrogate parent, each lead agency must ensure that the rights of a child are protected by designating or assigning an individual to act as a surrogate parent when:

- No parent can be identified
- SCV SELPA Agency or other public agency, after reasonable efforts, cannot locate a parent

7.1 Each lead agency must ensure that a person selected as a surrogate parent ---

- Is not an employee of SCV SELPA Agency or any other public agency or EIS provider that provides early intervention services, education, care, or other services to the child or any family member of the child;
- Has no personal or professional interest that conflicts with the interest of the child he or she represents; and
- Has knowledge and skills that ensure adequate representation of the child

7.2 The surrogate parent has the same rights as a parent for all purposes under this part.

**HOLDER OF EDUCATIONAL RIGHTS**  
**The following applies to the Local Educational Agency and**  
**NLACRC's Early Start Program**

In accordance with 34 CFR, 303.422(c), in the case of a child who is a ward of the State, the surrogate parent, instead of being appointed by SCV SELPA Agency, may be appointed by the judge overseeing the infant or toddler's case provided that the surrogate parent meets the requirements as outlined in the above section, Surrogate Parent. LA County Superior Court will appoint a Holder of Educational Rights (Surrogate Parent). The holder of educational rights will have the ability and right to make educational decisions and provide consent for educational services.

Los Angeles County NLACRCs, Department of Children and Family Services in collaboration with the Los Angeles County Superior Court (Edmund D. Edelman Children's Court) and attorneys representing both minors and parents have created and agreed to a set of DCFS procedures outlining steps to secure court appointed Holder of Educational Rights. Refer to DCFS Procedural Guide 0700-507.10, Appointment of an Educational Representative: (1) CSW to submit DCFS 1727 to the Court to limit the educational rights of the parent. (2) CSW will submit JV535 to the Court to appoint an Educational Representative for the infant or toddler. (3) CSW will provide copy of JV535 (Minute Order) to NLACRC and/or to SCV SELPA.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p>8.0 For solely low incidence eligible infants and toddlers, LEA will work with DCFS and the Court to secure Holder of Educational Rights only when the infant or toddler is a dependent of the juvenile court and "no parent can be located" and/or parent is unavailable, unable or unwilling to provide written consent to evaluate, assess and/or consent to early intervention services identified in the IFSP.</p> <p>8.1 The Holder of Educational Rights has the same rights as a parent for all purposes under this part.</p> <p>8.2 The Holder of Educational Rights has the ability and right to make educational decisions and provide consent for educational services.</p>	<p>8.0 NLACRC, as SCV SELPA agency, will work with DCFS and the Court to secure Holder of Educational Rights for infants and toddlers only when the infant or toddler is a dependent of the juvenile court and "no parent can be located" and/or the parent is unavailable, unable or unwilling to provide written consent to evaluate, assess and or consent to early intervention services identified in the IFSP.</p> <p>8.1 The Holder of Educational Rights has the same rights as a parent for all purposes under this part.</p> <p>8.2 The Holder of Educational Rights has the ability and right to make educational decisions and provide consent for educational services.</p>
<p>9.0 Holder of Educational Rights will be identified at the time of the Transition Plan Conference and sign all required LEA consents. The LEA will pursue any additional documents required by the LEA for the IEP meeting that the regional center wasn't able to obtain to support who is HOER.</p>	<p>9.0 Holder of Educational Rights will be identified and available at the time of the IFSP meeting(s), and Transition Plan Conference. RC will make available copy of JV535 (Minute Order) to SCV SELPA, at the time of referral and/or TPC.</p>



**L. DISPUTE RESOLUTION:** It is the intent of SCV SELPA and the NLACRC to resolve all disputes at the lowest administrative level possible. Dispute resolution for issues between NLACRC and SCV SELPA will be resolved at the earliest opportunity.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
<p><b>Step 1:</b> Service Coordinators are encouraged to resolve disagreements, whenever possible. If agreement cannot be reached in a timely manner, the dispute will proceed to Step 2.</p>	<p><b>Step 1:</b> The NLACRC staff is encouraged to resolve disagreements at their lowest administrative level whenever possible. If agreement cannot be reached, the dispute will proceed to Step 2.</p>
<p><b>Step 2:</b> Service Coordinators will refer the dispute to the SCV SELPA Director/designee for resolution. If agreement cannot be reached at this level, the dispute resolution will proceed to Step 3</p>	<p><b>Step 2:</b> The NLACRC staff will refer the dispute to the NLACRC Supervisor/Manager for resolution. If agreement cannot be reached at this level, the dispute resolution will proceed to Step 3.</p>
<p><b>Step 3:</b> The SELPA Director/designee will meet with the NLACRC designee to resolve the dispute. If unable to resolve the dispute, the two agencies may agree to hire an impartial mediator to assist in the resolution.</p>	<p><b>Step 3.</b> The NLACRC Director/designee will meet with the SCV SELPA Director/designee to resolve the dispute. If unable to resolve the dispute, the two agencies may agree to hire an impartial mediator to assist in the resolution.</p>

**M. ANNUAL REVIEW:** The Interagency Agreement for Children Birth to Three Years of Age Under Part C of the Individuals with Disabilities Education Act (IDEA), Between the Local Educational Agency (LEA) / Santa Clarita Valley SELPA and NLACRC (RC) agree to meet and review annually for renewal of the terms and conditions or to make recommendations for changes.

1.0 The SELPA Director for SCV SELPA will be designated to sign the interagency agreement.

1.0 The NLACRC Director for will be designated to sign the interagency agreement.

**N. AVAILABILITY OF CONTACTS:** The NLACRC and LEA will have contact persons available at all times during the year. This will ensure that children and families can contact individuals who are responsible for assisting with service planning throughout the year. Families should be able to contact staff who can act on the family's or child's behalf during those times when a service coordinator for the NLACRC or LEA is not available.

SCV SELPA/Local Educational Agency (LEA)	NLACRC (RC)
1.0 LEA will identify a contact person and his / her designee annually, who will be available at all times during the year.	1.0 RC unit supervisor will be designated as the available contact person at all times during the year.
2.0 LEA will notify NLACRC unit supervisor of any changes of the contact person.	2.0 If the RC unit supervisor is unavailable, a designee will be the contact person.
3.0 LEA will be available to take referrals from parents of Part C eligible children throughout the year and provide information to NLACRC staff.	3.0 NLACRC will have staff available to take referrals for the intake process throughout the year and provide information to LEA staff.

**O. PERIOD OF AGREEMENT:** This agreement shall be effective on July 1, 2019. The agreement shall be reviewed annually but may be considered in effect without the need for annual re-signing unless one or the other parties requires changes or determines that they cannot continue to be a party to the agreement. In either case, the party wishing to initiate a change or to terminate the agreement shall be responsible for notifying the other parties. In the case of termination, this notification shall be in writing by the executors of this agreement. This agreement shall terminate within 30 days of such notification unless a modified agreement is signed by all parties.

**Confirmation of 2019 Annual Review of the Interagency Agreement Between  
SCV Special Education Local Plan Area  
and  
North Los Angeles County Regional Center  
for Children Birth to Thirty-Six Months of Age Under Part C  
of the Individuals with Disabilities Education Act (IDEA),**

**TERMS OF AGREEMENT**

The terms of this agreement shall take effect immediately upon receipt of the parties' signatures. The provisions of this agreement would then replace the provisions of prior agreements between the parties regarding Early Start services to infants and toddlers and their families.

  
\_\_\_\_\_  
Ruth Janka, Executive Director  
NLACRC

9-30-19  
Date

  
\_\_\_\_\_  
Tracy Peyton-Perry, Director  
SCV SELPA

10/14/19  
Date