

## ***Approval of Policy***

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### ***Originating from field:***

- Step 1: The need for the new or change to an existing policy is presented to SELPA Administrator.
- Step 2: Draft of policy presented and reviewed by the Directors of Special Education Committee.
- Step 3: Input for policy received from districts.
- Step 4: Comments reviewed by SELPA Administrator.
- Step 5: SELPA Administrator presents proposed policy to Superintendents Governance Committee. Proposed policy shall be an agenda item for at least two (2) meetings of the Superintendents Governance Committee prior to approval by Committee. In the event of extreme emergency and by the unanimous vote of the members present, policy can be approved on first hearing.
- Step 6: Approved policies are recommended to County Board of Education for adoption.
- Step 7: Policy disseminated to all districts.

**References:** EC 56195.7(i)

**SELPA Publications:** Tulare County/District SELPA Local Plan for Special Education