Meeting Location: Remote meeting via Zoom for public access.

NOTE: Due to COVID-19 this meeting will be available to the public via Zoom and following the meeting recorded audio will be available on our website. Zoom offers closed captioning during live conferences for disabled persons.

To access the meeting online Join Zoom Meeting
https://us02web.zoom.us/j/81057676692?pwd=eURidzVuc2RORjlpRkJkM1WUd4UWZhdz09
Meeting ID: 810 5767 6692
Passcode: 102220
One tap mobile
+16699009128,,81057676692#,,,,0#,,102220#Directions for accessing the meeting will also be included on our webpage with the meeting link. https://amadorcoe.org/minutes-agendas/

NOTE: A copy of the Board agenda and backup materials is available for inspection and review on the Amador County Unified School District Website at www.amadorcoe.org. An audio recording of the Board Meeting is made. If you are in need of a hard copy of the agenda, please email the Communication Specialist at demi.wright@acusd.org.

SELPA Governing Board of Trustees meetings are meetings of the Governing Board in public, as per the Brown Act open meeting law. Board Meetings are not meetings for the public to interact informally with the Board. Members of the public may speak formally to the Board by completing a speaker card and giving it to the Communication Specialist.

If a person or group of persons disrupt the orderly conduct of a meeting, the legislative body has a right to order those persons removed from the meeting. If order still cannot be restored after removal of the individuals disrupting the meeting, members of the legislative body can order the room cleared and continue with the meeting.
(Government Code §54957.9; Penal Code §8403; Elections Code §18340; Acosta v. City of Costa Mesa (9th Cir. 2013) 718 F.3d 800; White v. City of Norwalk (9th Cir. 1990) 900F.2d 1421, 1425.)

OUR MISSION: Enriched by the diversity and deep traditions of our unique community, Amador County Public Schools will prepare, support, and inspire each student to achieve career and college success in a rapidly evolving world through highly engaging teaching, rigorous learning and innovative pathways supported by strong partnerships in a safe, caring and collaborative environment.

1.0 CALL TO ORDER

2.0 BOARD MEMBERS
[ ] Kathryn Brown, SELPA Director, Director of Special Education
[ ] Jared Critchfield, Assistant Superintendent, Business Services
[ ] David Vicari, Assistant Superintendent, Human Resources & Employee Relations
[ ] Dr. Amy Slavensky, ACUSD Superintendent
[ ] Dr. Robert Russell, ACOE Superintendent

3.0 FLAG SALUTE

4.0 ROLL TAKEN BY THE SECRETARY TO THE GOVERNING BOARD

The Board may not take action on any item which is not on this agenda, except when (1) an emergency situation exists, (2) there is need to take immediate action and the need for the action came after posting, or (3) the item was posted for a prior meeting within specified time limits.
(Government Code §54954.2)
5.0 ADDITIONS/DELETIONS OR CORRECTIONS TO THE AGENDA

6.0 PUBLIC COMMENTS

Public comments regarding Discussion/Action Items will be addressed during this time. Due to Zoom limitations, all public comments should be addressed at this time. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed three minutes to address the Board on non-agenda items. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. NOTE: If you wish to address the Board please complete a speaker card and give it to the Board Clerk or Communications Specialist.

7.0 CONSENT AGENDA

7.1 SELPA Governing Board Approval of Meeting Minutes 09-24-2020

8.0 DISCUSSION/ACTION ITEMS

8.1 SELPA Governing Board Bylaws – 2nd Reading – Discussion/Action (Mrs. Brown)
On July 1, 2020, a new SELPA Board took effect based on the new 2020-21 Amador County SELPA Local Plan, approved by the ACOE, ACUSD, and SELPA Boards of Trustees. The Amador County SELPA Governing Board presents draft Governing Board Bylaws for a second reading.

8.2 Addition of Standing Agenda Item: CAC Report to the Board – Discussion/Action (Mrs. Brown)
The Amador County SELPA Community Advisory Committee (CAC) recently established Board members, as well as working on an adoption of updated CAC Bylaws.

8.3 Amador County SELPA Local Plan Process Guide – Discussion/Action (Mrs. Brown)
The Amador County SELPA Local Plan directs SELPA administration of ACOE and ACUSD special education services and supports. The Local Plan Process Guide is a timeline of essential planning steps to annually revise and update the Local Plan.

9.0 REPORTS

9.1 Transfer of Mild-Moderate Program, Services and Service Providers from ACOE to ACUSD (Mr. Vicari, Mrs. Brown)

9.2 SELPA Director’s Report (Mrs. Brown)

9.3 ACUSD Superintendent’s Report (Dr. Slavensky)

9.4 ACOE Superintendent’s Report (Dr. Russell)

10.0 NEXT MEETING
The next regularly scheduled meeting of the Amador County SELPA Governing Board is Thursday, November 19, 2020 at 3:30 PM.

11.0 ADJOURNMENT

*The Amador County SELPA complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the SELPA Director’s Office by calling (209) 257-5308. All efforts will be made for reasonable accommodations.

* Any writings or documents that are provided to the governing board in open session will be made available for public inspection at the meeting or at the Amador County Public Schools District Office at 217 Rex Avenue, Jackson, CA during normal business hours. Please note that business hours have changed due to COVID-19. If you need a hard copy of the agenda, please email the Communication Specialist at demi.wright@acusd.org.
**MINUTES**

**AMADOR COUNTY SELPA**

**GOVERNING BOARD**

**Thursday, September 24, 2020**

**OPEN SESSION: 3:30 PM**

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**Meeting Location:** Remote meeting via Zoom for public access.

NOTE: Due to COVID-19 this meeting will be available to the public via Zoom and following the meeting recorded audio will be available on our website. Zoom offers closed captioning during live conferences for disabled persons.

To access the meeting online Join Zoom Meeting

https://us02web.zoom.us/j/89064437225?pwd=Ym82RWhQMVVCa0ZtejlMd21uKy9tdz09

Meeting ID: 890 6443 7225

Passcode: 92420

One tap mobile

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1.0 **CALL TO ORDER**

Ms. Brown called the meeting to order at 3:33 PM.

2.0 **BOARD MEMBERS**

[X] Kathryn Brown, SELPA Director, Director of Special Education

[X] Jared Critchfield, Assistant Superintendent, Business Services

[X] David Vicari, Assistant Superintendent, Human Resources & Employee Relations

[X] Dr. Amy Slavensky, ACUSD Superintendent

[X] Dr. Robert Russell, ACOE Superintendent

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The Board may not take action on any item which is not on this agenda, except when (1) an emergency situation exists, (2) there is need to take immediate action and the need for the action came after posting, or (3) the item was posted for a prior meeting within specified time limits.

[Government Code §54954.2]
3.0 ELECTION OF OFFICERS

3.1 President
Mr. Vicari nominated Dr. Slavensky to be President of the Board. Ms. Brown seconded the nomination. Dr. Slavensky accepted the nomination. The motion passed 5-0.

3.2 Secretary to the Board
Mr. Critchfield nominated Ms. Brown to be the Secretary to the Board. Dr. Russell seconded the motioned. There was no further discussion. The motion passed 5-0.

4.0 ROLL TAKEN BY THE SECRETARY TO THE GOVERNING BOARD

5.0 ADDITIONS/DELETIONS OR CORRECTIONS TO THE AGENDA
There were none.

6.0 PUBLIC COMMENTS
Public comments regarding Discussion/Action Items will be addressed during this time. Due to Zoom limitations, all public comments should be addressed at this time. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed three minutes to address the Board on non-agenda items. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. NOTE: If you wish to address the Board please complete a speaker card and give it to the Board Clerk or Communications Specialist.

There were no public comments.

7.0 CONSENT AGENDA
Dr. Russell motioned to approve the consent agenda and Mr. Critchfield seconded the motion. The motion passed 5-0.

7.1 SELPA Governing Board Meeting Minutes 6-10-2020

8.0 DISCUSSION/ACTION ITEMS

8.1 SELPA Governing Board Meeting Calendar - Discussion/Action (Ms. Brown)
On February 12, 2020, the SELPA Board approved a Board Calendar with quarterly meeting dates. On July 1, 2020, a new SELPA Board took effect based on the new 2020-2021 Amador County SELPA Local Plan, approved by the ACOE, ACUSD, and SELPA Boards of Trustees. Due to the Coronavirus, the board needs to meet more frequently so the recommendation is monthly meetings. The revised calendar was reviewed and approved with the addition that future meetings will remain available to attend via Zoom and not required to be in person. Mr. Vicari motioned to approve the new monthly calendar, including the option to zoom into the meetings and Mr. Critchfield seconded the motion. The motion passed 5-0.

8.2 SELPA Governing Board Bylaws - Discussion (Ms. Brown)
Dr. Russell asked Ms. Brown to read the bylaws aloud. Dr. Russell asked for clarification about the Brown Act and day to day special education related discussions among staff who are also members of the board. Dr. Slavensky recommended that we research this question further and hold a second reading of the proposed bylaws at the next meeting. Dr. Russell recommended asking legal counsel for advice and to ask Ms. Brown to check with the SELPA Listserv on how other small counties/SELPAs handle this issue. The Board asked for Ms. Brown to engage with her mentor and make the appropriate edits and come to the next meeting with a second reading of the Governing Board Bylaws. Mr. Critchfield motioned to declare a successful first reading with one minor edit (a typo) to section one. Dr. Russell seconded the motion. The motion passed 5-0.
9.0 REPORTS

9.1 Transfer of Mild-Moderate Program, Services and Service Providers from ACOE to ACUSD (Mr. Vicari, Ms. Brown)
Mr. Vicari reported that following the February 12, 2020 Board decision to transfer the mild-moderate special education services and staff from ACOE to ACUSD, teams have been working to prepare and provide a smooth transition. Classified staff transferred on July 1, 2020 and the teachers operating under mild-moderate teaching credentials will transfer effective November 1, 2020. Ms. Brown reported that three school psychologists and one behavior specialist transferred on July 1, 2020 also.

9.2 Professional Development and Collaboration (Ms. Brown)
Ms. Brown reported that teachers and staff have completed two trainings for support on emergency service plans and will complete a third training this week. Since Governor Newsom signed the SB 98, language needs to be added to all IEP’s to plan for emergency situations. Staff are complete necessary trainings related to this. In addition, teachers and staff have received Unique curriculum training for the ACOE moderate-severe special education classes. Ms. Brown sends Monday updates to all SELPA staff to help keep them feeling encouraged and informed.

9.3 ACUSD Superintendent’s Report (Dr. Slavensky)
Dr. Slavensky gave an update on the Special Education Steering Committee which has met twice and includes members of cabinet, school leaders, our four labor partners, and one critical friend. The purpose of the committee is to provide support through the special education transition, oversite, and engage in problem solving. The next meeting is at the end of October.

9.4 ACOE Superintendent’s Report (Dr. Russell)
Dr. Russell reported that ACOE is moving all moderate-severe classes back to in-person learning beginning October 19, 2020. Distance learning will continue to be an option for families that are not comfortable returning to school campuses.

10.0 NEXT MEETING
Pending approval of the Board Meeting Calendar (Item 8.1), the next regularly scheduled meeting of the Amador County SELPA Governing Board is Thursday, October 22, 2020 at 3:30 PM.

11.0 ADJOURNMENT
4:30 PM
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OCTOBER 22, 2020

AGENDA ITEM #: 8.1

SUBJECT:
SELPA Governing Board Bylaws – 2nd Reading – Discussion/Action

BACKGROUND INFORMATION:
On July 1, 2020, a new SELPA Board took effect based on the new 2020-2021 Amador County SELPA Local Plan, approved by the ACOE, ACUSD, and SELPA Boards of Trustees.

The Amador County SELPA Governing Board presents draft Governing Board Bylaws for this new governing body.

FISCAL IMPLICATIONS:
None

RECOMMENDATION:
Dr. Slavensky recommends that the Board approve the Board Bylaws.

PRESENTED BY:
Kathryn Brown, Director of Special Education/SELPA
AMADOR COUNTY SELPA
GOVERNING BOARD BYLAWS

Article I. Definition and Purpose

Section 1. Amador County SELPA is designated as a necessary small SELPA shall administer local plans and shall administer the allocation of funds.

Section 2. The Governing Board’s purpose is
   a. Exercise authority over, assume responsibility for, and be fiscally accountable for special education programs operated by the SELPA
   b. By approving the Local Plan, authorize and actively support the implementation of the plan, ensuring that key program or staffing decisions are made by a majority vote of the SELPA Governing Board, such as staffing, program or core curriculum changes, program location changes, etc., which affect the delivery of special education services to students and families
   c. Enter into agreements, by majority vote, with other agencies participating or potentially participating in the plan, for purpose and delivery of services and programs
   d. Review and approve revisions of the Amador County SELPA Local Plan by majority vote and submission to the ACUSD and ACOE Board of Trustees and the CDE for approval
   e. Collaborate in the governance and administration of the Amador County SELPA and the Amador County SELPA Local Plan, including but not limited to staffing assignments and decisions, the approval and provision of standards-aligned curriculum, and the approval and amendment of procedures.
   f. Appoint/approve the election of members of the Community Advisory Committee (CAC).

Section 3. The Amador County SELPA Governing Board serves the Amador County Unified School District and the Amador County Office of Education.

Section 4. The Amador County SELPA Governing Board shall not participate in or take a position with respect to the election or appointment of a candidate for any public office.

Article II. Composition of Membership
Section 1. The Amador County SELPA Governing Board shall be composed of the following five (5) members:
   a. Director of Special Education/SELPA
   b. Assistant Superintendent of Business Services/Chief Business Official
   c. Assistant Superintendent of Human Resources
   d. Amador County Unified School District (ACUSD) Superintendent
   e. Amador County Office of Education (ACOE) Superintendent

Section 2. Each member shall have the right to cast one vote on issues considered by the Governing Board.

Article III. Meetings
Section 1. Amador County SELPA Governing Board members meet as frequently as deemed necessary but no less than quarterly each year between the months of July and June.

Section 2. The Amador County SELPA Governing Board meetings shall be open to the public. Agendas and related documents shall be posted according to the Brown Act.

Section 3. There shall be a portion of the Amador County SELPA Governing Board meeting designated as PUBLIC COMMENT, provided for input from the community at large. Community input will be limited to three (3) minutes for each speaker per each agenda item unless invited by the President to exceed the three-minute limit.

Article IV. Officers

Section 1. Officers of the Governing Board shall be nominated and elected annually by the members present at the first meeting of the school year, and these officers shall serve for a term of one year. The elected officers of the SELPA Governing Board shall be the Board President and Secretary, each elected annually from the Governing Board Membership. The Board President shall appoint a Parliamentarian and such other officers as shall be deemed desirable.

Section 2. The duties and responsibilities of the officers shall be:
   a. President
      i. The President shall preside at all meetings of the Governing Board.
      ii. All correspondence written on behalf of the Amador County SELPA Governing Board shall be reviewed and approved by the President prior to dissemination.
   b. Secretary
i. Maintain minutes of all Governing Board meetings and submit to AC SELPA Governing Board for approval.

ii. Ensure that all notices are duly given in accordance with the provisions of the bylaws and Brown Act requirements.

**Article III. Voting**

**Section 1.** All actions at the Amador County SELPA Governing Board meeting shall be taken by a majority vote of the members present, with a minimum of three voting members to constitute a quorum.

**Section 2.** Voting shall be done by a show of hands or voice.

**Section 3.** Each Amador County SELPA Governing Board member in attendance shall have the right to cast one vote on matters before the Governing Board.

**Article IV. RULES OF ORDER**

**Section 1.** The rules contained in the current edition of “Robert's Rules of Order Newly Revised” shall govern the Amador County SELPA Governing Board in all cases in which they are applicable and in which they are not in conflict with any special rules of order.

**Section 2.** All Amador County SELPA Governing Board members shall encourage a positive atmosphere during any Amador County SELPA event. Amador County SELPA members shall conduct themselves in a professional manner that encourages positive dialog between all persons present in person and/or on a conference call.

**Article V. Amending Bylaws**

**Section Article 1.** These bylaws may be amended at any regular Amador County SELPA Governing Board meeting with a two-thirds (⅔) vote of those present, provided that a written notice has been given to all members at least one (1) week prior to the meeting.
AGENDA ITEM #: 8.2

SUBJECT:
Standing Agenda Item: CAC Report to the Board - Discussion/Action

BACKGROUND INFORMATION:
The purpose of the Community Advisory Committee (CAC) is to advise and provide collaborative input to our Special Education Local Plan Area (SELPA) on special education policies, procedures, programs, and parent education, mandated by California Education Code.

The CAC is a volunteer group composed of parents of children with special needs and all other interested parties, including members of the community. Although the CAC consists mainly of parents of students who attend school in Amador County, all are welcome and encouraged to attend.

The CAC also provides a support group for parents and students, an opportunity to talk with professionals who work with children with special needs, increases awareness of available service options and the importance of regular school attendance, as well as providing an open forum for discussion, committee reports, guest speakers and learning through CAC meeting attendance.

FISCAL IMPLICATIONS:
None

RECOMMENDATION:
Dr. Slavensky recommends that the Board approve the addition of a CAC Report as a standing agenda item to the SELPA Governing Board regular Agenda.

PRESENTED BY:
Kathryn Brown, Director of Special Education/SELPA
AGENDA ITEM #: 8.3

SUBJECT:
Amador County SELPA Local Plan Process Guide – Discussion/Action

BACKGROUND INFORMATION:
The Amador County SELPA Local Plan directs SELPA administration of ACOE and ACUSD special education services and supports. The Local Plan Process Guide is a timeline of essential planning steps to annually revise and update the Local Plan.

FISCAL IMPLICATIONS:
None

RECOMMENDATION:
Dr. Slavensky recommends that the Board approve the Amador County SELPA Local Plan Process Guide.

PRESENTED BY:
Kathryn Brown, Director of Special Education/SELPA
A Process Guide:
2019-2020 Amador County SELPA Local Plan Amendment
2020-2021 Amador County SELPA Local Plan

Revisions or Amendments to the Local Plan
“Revisions to the local plan Governance and Administration (Section B) must be reviewed by the CAC, county office of education (COE), and must be adopted by each local educational agency’s (LEA’s) governing board prior to being submitted to the CDE for approval consideration. (EC Section 56195.1) This requirement will not be construed as a prerequisite for submitting changes to the Annual Budget Plan (Section D), or Annual Services Plan (Section E), which are contained in the local plan, but are required on an annual basis. Section A–Contacts and Certifications must be completed and signed by the appropriate parties and submitted with each local plan, including revised local plans.” https://www.cde.ca.gov/sp/se/ds/lclpln.asp

Submission of the Annual Local Plan
“The local plan for special education must be developed and updated cooperatively by a committee of representative special and regular teachers and administrators selected by the groups they represent; and with the participation by parent members of the community advisory committee (CAC), or parents selected by the CAC. SELPAs are responsible for making certain there is adequate and effective participation and communication.” https://www.cde.ca.gov/sp/se/ds/lclpln.asp
Verification that the local plan has been reviewed by the Community Advisory Committee (CAC) and that the committee had at least 30 days to conduct this review before submission of the local plan to the Superintendent.” [Education Code 56205(b)(7)]

Note: The 2019-2020 Local Plan Amendment will become Part B of the new 2020-2021 Local Plan, which is due to CDE by 6/30/2021.

<table>
<thead>
<tr>
<th>DATE</th>
<th>ACTION STEPS FOR THE 2020-2021 LOCAL PLAN</th>
<th>ACTION STEPS FOR THE 2019-2020 LOCAL PLAN AMENDMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/28/2020</td>
<td>Sent draft to Stakeholder Group</td>
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<tr>
<td>5/7/2020</td>
<td>Reviewed with the CAC</td>
<td>Reviewed with the CAC</td>
</tr>
<tr>
<td>5/7/2020</td>
<td>Held discussions with stakeholders</td>
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<tr>
<td>5/8/2020</td>
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<tr>
<td>5/11/2020</td>
<td>Posted Public Hearing (15 Days Before the Hearing)</td>
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<tr>
<td>5/13/2020</td>
<td>Conducted successful 1st Reading by ACUSD, ACOE and SELPA Boards</td>
<td>Approved by ACUSD, ACOE, SELPA Boards</td>
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<tr>
<td>DATE</td>
<td>ACTION STEPS FOR THE 2020-2021 LOCAL PLAN</td>
<td>ACTION STEPS FOR THE 2019-2020 LOCAL PLAN AMENDMENT</td>
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<tr>
<td>5/15/2020</td>
<td>Submit to the County Office (for review)</td>
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<tr>
<td>5/27/2020</td>
<td>Public Hearing 2nd Reading/Adoption by ACUSD, ACOE and SELPA Boards</td>
<td>Submit to CDE</td>
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<tr>
<td>6/6/2020</td>
<td>Submit to County Office (30 Days following CAC review) The County Office approves or disapproves the plan within 45 days, with remarks if disapproved as to the reason(s) for disapproval. Disapproval by the County Office may be appealed to CDE.</td>
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<tr>
<td>No later than 6/30/2020</td>
<td>Submit to CDE (Parts A, D, E)</td>
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<tr>
<td>No later than 7/21/2020 (45 days)</td>
<td>County Office returns a decision</td>
<td></td>
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<tr>
<td>7/21/2020 (or sooner)</td>
<td>Amador County SELPA and ACUSD Superintendent appeal to CDE (as needed)</td>
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### 2020 – 2021

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<tr>
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<tbody>
<tr>
<td>Fall/Winter 2020</td>
<td>Engage stakeholders to further develop Part B including dispute resolution process and all required components of Part B.</td>
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<tr>
<td>No later than 4/13/2021</td>
<td>Review with CAC (Part B and updates to Parts A, D, E)</td>
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<tr>
<td>March/April 2021</td>
<td>Conduct stakeholder discussions (Part B and updates to Parts A, D, E)</td>
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<tr>
<td>4/12/2021</td>
<td>Post Public Hearing (15 Days Before the Hearing)</td>
<td></td>
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<tr>
<td>DATE</td>
<td>ACTION STEPS FOR THE 2020-2021 LOCAL PLAN</td>
<td>ACTION STEPS FOR THE 2019-2020 LOCAL PLAN AMENDMENT</td>
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<td>4/28/2021</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Reading</td>
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<tr>
<td>5/12/2021</td>
<td>Public Hearing 2&lt;sup&gt;nd&lt;/sup&gt; Reading/Adoption</td>
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<tr>
<td>5/13/2021</td>
<td>Submit to County Office (30 Days following CAC review)</td>
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<tr>
<td>No later than 6/27/2021 (45 days)</td>
<td>County Office returns a decision</td>
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<td></td>
</tr>
<tr>
<td>No later than 6/30/2021</td>
<td>Submit to CDE (Part B and any updates to Parts A, D, E)</td>
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