Pursuant to Rules 340.1835(a) and 340.1835 of the Michigan Administrative Rules for Special Education, each intermediate school district plan or modification thereof shall be signed by all of the following:

- The intermediate school district superintendent, signifying approval by the intermediate school district board.
- The superintendent of each constituent local school district, chief executive officer of each public school academy, and the chairperson of the parent advisory committee, signifying involvement in the development of the intermediate school district plan.

My signature indicates my school district has been involved in the development of the Lapeer County Intermediate School District Plan for Special Education Services and Programs in cooperation with the Parent Advisory Committee, constituent school districts, public school academies and the Intermediate School District.

I have been advised that I file my objections to the Special Education Plan in accordance with procedures addressed in R 340.1836.
R 340.1832—An Intermediate School District plan for special education, or any modification thereof, shall be an operational plan that sets forth the special education programs and related services to be delivered. The plan shall comply with 1976 PA 451, MCL 380.1 et seq. and these rules.

I. Content Areas

A. Special Education Opportunities and Procedure

The Special Education Parent Information Handbook is utilized as a means for communicating a list of organizations and special education representatives, to parents of children suspected and/or are identified as requiring special education services. In addition, this handbook outlines for parents and the community the special education opportunities (required under law) in the LCISD. Handbooks are distributed by special education staff in each district.

The following is a list of school district representatives who can be contacted for information regarding special education programs and services.

<table>
<thead>
<tr>
<th>Representative</th>
<th>District</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinator of Special Education</td>
<td>Consortium for Exceptional</td>
<td>2061 S. Almont Ave.</td>
<td>(810) 724-9853</td>
</tr>
<tr>
<td></td>
<td>Children</td>
<td>Imlay City, MI. 48444</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Almont, Dryden &amp; Imlay</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>City</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director of Special Education</td>
<td>Lapeer Community Schools</td>
<td>250 Second St.</td>
<td>(810) 667-2401</td>
</tr>
<tr>
<td></td>
<td>Lapeer, MI. 48446</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director of Special Education</td>
<td>Lapeer County ISD</td>
<td>1996 W. Oregon</td>
<td>(810) 664-5917</td>
</tr>
<tr>
<td></td>
<td>Lapeer, MI. 48446</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coordinator of Special</td>
<td>North Branch Area Schools</td>
<td>6600 Brush St. P.O. Box 3620</td>
<td>(810) 688-3570</td>
</tr>
<tr>
<td>Education</td>
<td>North Branch, MI. 48461</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td>Chatfield School</td>
<td>231 Lake Drive</td>
<td>(810) 667-8970</td>
</tr>
<tr>
<td></td>
<td>Lapeer, MI. 48446</td>
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</tr>
</tbody>
</table>

Procedures for Identifying Potential Special Education Populations: The LCISD assumes primary responsibility for Child Find activities and outreach for preschool children. The LCISD and Early On Program will be responsible for coordinating Child Find activities and outreach. All local school districts will assume responsibility for in-school and out-of-school youth birth to the age of 26 through the special education programs/services and establish cooperative liaisons with other agencies and professionals who may be potential referral sources. LCISD staff also coordinates the Child Find campaign through the use of the State of Michigan Child Find materials.
B. Activities and Outreach Methods for Awareness of Services

The LCISD is responsible for conducting Child Find activities for all eligible ages. The Child Find Coordinator is responsible for dissemination of information that will make the public aware of Child Find. The methods of dissemination are as follows:

- LCISD Website and Child Find Brochures
- Pre-school screenings for 3-5 year-old children at various sites within the LCISD
- Day Care 0-3 year-old children
- Area healthcare agencies, hospitals, physicians
- Community Education/Migrant Programs
- Parent Advisory Committee (PAC) newsletter
- Community Mental Health (CMH)
- District Health Department
- Family Independence Agency (FIA)
- Head Start Programs
- Local Schools
- County Community Services
- Parent Groups

C. Types of Diagnostic Services

A variety of diagnostic services are available within the Lapeer County Intermediate School District. The LCISD, all constituent districts and public school academies review special education caseloads and referrals on an annual basis to determine staffing needs. Certain services are provided by local school districts and public school academies, others by the LCISD. Appendix A outlines services provided directly by each LEA and PSA, those provided by the LCISD and those purchased or contracted for through outside agencies and service providers.

The Lapeer County Intermediate School District assures that copies of contracts or service agreements (per Section 380.1751 (1)(b) of the School Code) are on file at the LCISD and available for review.

D. Basic Program and Services

Appendix A illustrates the continuum of programs and services provided by local school districts and the LCISD.

Programs for the Severely Cognitively Impaired and the Severely Multiply Impaired will consist of a minimum of 200 days and 1150 clock hours of instruction.

E. Alternative Programs under Rule 340.1832(e)

The prevailing philosophy within the LCISD is to serve each child with a disability in the least restrictive environment. This includes providing a continuum of educational services for children with mild to severe disabilities ranging in age from 0 through 25 years. These services include classroom programs, support services and vocational training programs designed to meet the individual needs of children with disabilities.
The Individualized Education Program Team (IEPT) shall consider that all children should have the opportunity to be educated together, regardless of disabilities, in the school he or she would attend if the child did not have a disability, unless otherwise determined appropriate through the IEPT process.

A continuum of programs and services is available for children with disabilities in Lapeer County and is outlined in Appendix A. All other parts of the rule apply except for the following:

* Teachers in Elementary and Secondary Resource Room Programs shall serve no more than 15 students at any one time, have a caseload of no more than 23 different students and allow a maximum of 10 FTEs. This is an exemption to rules 340.1749 (a) and 340.1949 (b).

* Teachers in departmentalized programs shall serve no more than an average of 13 students per class period per instructional day, with no more than 15 students being served at one time. This is an exemption to rule 340.1749 (c).

F. Assurance Statement of Confidentiality

Employees of LCISD, the LEAs and the PSAs will maintain confidentiality of any personally identifiable data, information, and records of students with disabilities that are collected, used or maintained in compliance with R340.1861 (3), 34 C.F.R. 300.610 through 300.626.

G. Local Districts and Public School Academies Administrators Responsible for the Implementation of Special Education Programs and Services
H. Paraprofessional Personnel

Paraprofessionals employed by the LCISD, the LEA’s and the PSA’s will possess a high school diploma or equivalent, and meet any other requirements specified in law and/or rule.

I. Transportation

Local school districts provide transportation to students attending LEA’s, PSA’s and LCISD operated special education programs including special transportation as determined by the Individualized Education Program Team (IEPT). Transportation procedures are monitored on a continual basis by the local school district supervisors of transportation. The local school districts are responsible for transportation and all cooperative procedures used for determining contractual transportation agreements.

J. Distribution of Funds

Distribution of LCISD millage will be in accordance with R 340.1811.

K. Parent Advisory Committee

The LCISD Board of Education will appoint the Parent Advisory Committee (PAC) representatives. Appointments will be made from nominations from local district boards of education. The LCISD staff assigned to work with the committee will advise local school district superintendents of PAC vacancies from their respective districts as they occur. When a vacancy or extended absence occurs, the respective local district and/or the LCISD have the option of nominating/appointing a parent(s) of a child with disabilities to complete the term. The term of appointment to the PAC will be 3 years and may be renewed for up to 4 terms at the discretion of the district.
L. Role and Responsibility of the Parent Advisory Committee

Special Education Plan Development: The LCISD special education plan and amendments to such shall be developed in cooperation with the PAC. It shall be the responsibility of the Educational Accountability Specialist to assure that the PAC representatives are provided with copies of the current LCISD special education plan, subsequent and proposed clarification, modification and deviation requests.

Upon request, the Educational Accountability Specialist will review the LCISD special education plan with the PAC. At subsequent meetings, the PAC will review any changes in the special education plan and/or areas of concern from the PAC representatives.

The Educational Accountability Specialist will develop a draft of the LCISD special education plan to be presented to the PAC for reactions and suggestions. A quorum shall be required for the Parent Advisory Committee to make recommendations on the LCISD special education plan. A quorum shall consist of at least one representative from 4 of the 7 local school districts and 50% of the total membership and must include the PAC chairperson. An attempt will be made to reconcile any differences that may exist. If these differences cannot be reconciled, the Educational Accountability Specialist will advise the PAC Chairperson of the objection process as defined by Rule 340.1836. Prior to the submission date, the PAC Chairperson shall be asked to sign the special education plan endorsement page indicating that the PAC has been involved in the development of the plan.

Voting Procedures: Voting eligibility for committee business is conducted in compliance with PAC bylaws.

Additional PAC Rules and Responsibilities: The PAC will have a role in program evaluation through participation in the following: The Educational Accountability Specialist will review with the PAC the monitoring process, monitoring criteria and timelines for monitoring. The Educational Accountability Specialist will brief the PAC regarding the results of the survey and monitoring results.

The PAC chairperson will receive copies of all deviation requests from local school districts and the LCISD as required in R 340.1734.

M. Administrative Relationship with the Parent Advisory Committee

The Educational Accountability Specialist shall act as advisor to the PAC. The goals of this effort is to have an active and informed PAC that will work cooperatively with administrative personnel in ensuring the effective and efficient delivery of special education programs and services within the LCISD.

N. Fiscal and Staff Resources Available to the Parent Advisory Committee

The LCISD will provide the following items in support of the PAC:

- Postage for notices and other committee correspondence
- Reimbursement for phone calls
- Reproductions of appropriate documents
- In-service/conferences
- Information Materials
Any expenditure shall be mutually agreed upon by the PAC chairperson and the Educational Accountability Specialist.

The LCISD shall make available staff resources for the purpose of making the PAC an efficient and effective operational unit. The Educational Accountability Specialist shall be responsible for assuring that reasonable secretarial support is available to the PAC for committee business.

### II. Additional Plan Content

**Age Span for MoCI, SCI and SXI Programs:** In accordance with R 340.1733(f), the LCISD operates secondary Moderately Cognitively Impaired (MoCI), Severely Cognitively Impaired (SCI), Severely Multiply Impaired (SXI) programs with an expanded age span due to the low incidence of students eligible in these areas. The age span will vary depending upon enrollment. LEA’s also operate elementary and secondary MoCI programs with an expanded age range due to the low incidence of students eligible in the MoCI areas. These programs comply with the staff to student ratios specified in R 340.1739, R 340.1738 and R 340.1748, respectively.

**Surrogates Parent Plan:** The LCISD assures that the LCISD, LEAs, and PSAs comply with the State Board of Education (SBE) approved Policy for the Appointment of Surrogate Parents. The LCISD will provide annual training for potential surrogate parents, will maintain an updated list of trained surrogate parents, and will review the Policy for the Appointment of Surrogate Parents with special education administrators once a year. Local districts and PSAs will be asked to recruit parents to maintain a sufficient number of surrogate parents.

### III. Appendices

**A. Continuum of Programs and Services**
### APPENDIX A

**CONTINUUM OF SPECIAL EDUCATION PROGRAMS AND SERVICES BY CATEGORY AND LEVEL**

**Table 1**

Diagnostic and Ancillary Services

<table>
<thead>
<tr>
<th>District Name</th>
<th>Psych</th>
<th>SSW</th>
<th>SPL</th>
<th>O &amp; M</th>
<th>VI-TC</th>
<th>Transition Coordinator</th>
<th>OT</th>
<th>PT</th>
<th>Behavior Specialist</th>
<th>Educational Audiologist</th>
<th>ASD consultant</th>
<th>HI-TC</th>
<th>Early Childhood Coordinator</th>
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<td>ISD</td>
<td>ISD</td>
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<td>ISD/serves county</td>
<td>ISD/serves county</td>
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*=programs run as 1832 (e)*

LEA = constituent Local School District provides program or service/PSA provides program or service

ISD = intermediate school district provides program or service

C = contracted service
Table 2  
Special Education Programs and Services

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<tr>
<th>District Name</th>
<th>ECSES</th>
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<th>*RR Sec</th>
<th>EI Elem</th>
<th>EI Middle</th>
<th>EI Sec</th>
<th>MoCI Elem</th>
<th>MoCI Middle</th>
<th>MoCI Sec</th>
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<th>SXI</th>
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<td>Almont</td>
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<tr>
<td>Dryden</td>
<td>CEC/ISD</td>
<td>LEA</td>
<td>LEA</td>
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<tr>
<td>Imlay City</td>
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<td>LEA/ISD</td>
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<td>LEA</td>
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<td>Chatfield PSA</td>
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</table>

* = programs run as 1832 (e)
LEA = constituent Local School District provides program or service/PSA provides program or service
ISD = intermediate school district provides program or service
C = contracted service