

**POLICY 5146**

**YOLO COUNTY SPECIAL EDUCATION LOCAL PLAN  
AREA (SELPA)**

**TRANSITION FROM EARLY INTERVENTION SERVICE UNDER  
PART C TO PART B OF IDEA**  
**and**  
**TRANSITION FROM PART B OF IDEA PRESCHOOL TO  
KINDERGARTEN**

**POLICY**

It is the responsibility of each member Local Education Agency (LEA) of the Yolo County SELPA to participate in the transition process for a child who is receiving services through the Early Intervention Program (IDEA, Part C) with an IFSP and/or IEP for preschool students, age 3 to 5, receiving services through (IDEA, Part B). Transition shall begin prior to a toddler's third birthday or before age five for preschool students. The transition process shall be smooth, timely and effective for the child and family.

Part B services shall be provided to non-profit preschools located within the boundaries of the school district attendance area.

Reference: 56205 (a), 56200 (i), 20 USC 1412 (a) (9)

Superintendents' Council

Adopted: May 23, 2012

Second Reading: Waived May 23, 2012

First Reading: May 23, 2012

## **PROCEDURES 5146**

### **YOLO COUNTY SPECIAL EDUCATION LOCAL PLAN AREA (SELPA)**

#### **TRANSITION FROM EARLY INTERVENTION SERVICE UNDER PART C TO PART B OF IDEA** **and** **TRANSITION FROM PART B OF IDEA PRESCHOOL TO KINDERGARTEN**

#### **PROCEDURES:** **INFANT/TODDLER TO PRESCHOOL TRANSITION**

##### **NOTIFICATION TO PARENTS AND LEA OF RESIDENCE**

The service coordinator, six months before the third birthday of the toddler receiving early intervention services shall do the following:

1. Notify the parent of a toddler, who may be eligible for special education services under Part B of IDEA, that transition planning will occur within the next three to six months.
2. Notify the local educational agency where the toddler resides that there will be an Individualized Family Services Plan (IFSP) meeting requiring the attendance of an agency representative, before the toddler is two years, nine months, or at the discretion of all parties, up to six months before the toddler turns three years old.

##### **TRANSITION PLANNING MEETING**

Within 30 days following the notification of the parent and the local educational agency, the family, service coordinator, and the local educational agency shall agree on the date for the IFSP to specify transition steps necessary for movement into services under Part B of IDEA.

##### **PARTICIPATION OF LEA OF RESIDENCE**

A representative from the local educational agency of residence shall attend an IFSP meeting held by the time the child is two years, nine months of age. If the child is receiving IFSP services coordinated by the Regional Center or Yolo County Office of Education (YCOE). The local educational agency of residence, upon receiving a referral from the Regional Center or YCOE service coordinator, shall be responsible for transition to preschool assessments as necessary to determine eligibility for special education services. Completed assessments shall include collaborative exchanges between infant service providers and LEA assessors in an effort to obtain a complete student profile.

## OPPORTUNITIES FOR CONSULTATIONS WITH PARENTS

At the transition planning IFSP meeting, the representative from the local educational agency of residence shall provide consultations regarding services available to children, who may or may not be eligible for Part B of IDEA services at three years of age.

## TRANSITION STEPS

Transition steps necessary for movement into services under Part B of IDEA, or other appropriate programs, shall be outlined at the transition planning meeting. A written Transition Plan, covering each step of the process, shall be developed by the service coordinator. This shall include steps to prepare the toddler for changes in service delivery, including steps to adjust to and function in a new setting.

## INFORMATION ABOUT COMMUNITY RESOURCES

Parents shall be provided with information about community resources by the service coordinator when the Transition Plan is reviewed with the local educational agency representative. For a child who may not be eligible for Part B services, information shall be provided by the service coordinator to parents about community resources, such as Head Start, child development preschools, and private and public preschools.

## IDENTIFICATION OF PERSONS RESPONSIBLE FOR CONVENING MEETINGS

The IFSP shall contain the identification of the people responsible for convening an IEP and final IFSP meeting. Those agencies and individuals responsible are also identified in the Transition Plan referenced above.

## PROCESS OF REFERRALS AND ASSESSMENTS

All Part C program providers, with parental consent, shall transmit information about the child to the local educational agency through a referral from the service coordinator. If the child is receiving IFSP services coordinated by Regional Center or YCOE, the local educational agency of residence, upon receiving a referral from the Regional Center or YCOE service coordinator, shall be responsible for transition to preschool assessments as necessary to determine eligibility for special education services under Part B, followed by an appropriately developed IEP.

## TRANSMITTAL OF INFORMATION

All Part C service coordinators shall gather information from infant program providers, and with parental consent, shall transmit referral information about the

child to the local educational agency responsible for transition assessment. This information shall include progress reports, recent evaluation and assessment results, and a copy of the current IFSP, and is sent no later than the time the toddler is two years, nine months old. When a child's third birthday falls between academic school years, the transition referral will be submitted to the LEA three months prior to the end of the school year. Every attempt will be made to hold the IEP meeting prior to the close of the academic year, but no later than by the child's third birthday.

**PROCEDURES:**

**PRESCHOOL TO KINDERGARTEN TRANSITION**

1. Students will be evaluated to determine continuing eligibility and will be assessed in all areas of suspected disability.
2. An IEP will be held prior to the student transitioning to kindergarten whereby a general education teacher will be in attendance.

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Adopted: May 23, 2012

Second Reading: Waived May 23, 2012

First Reading: May 23, 2012