



MONTEREY COUNTY SELPA Newsletter - September 2017

Low Incidence Books, Materials, and Equipment Funds

State funds are available to purchase, repair, and conduct inventory maintenance for specialized books, materials, and equipment as required for students who have a primary or secondary low incidence disability (e.g., deaf-blind, deaf, hard-of-hearing, severe orthopedic impairment, and/or visual impairment). Funds may be used for all students with a low incidence disability (0 through age 21). Purchasing specialized equipment and materials for infants with low incidence disabilities is also an allowable expenditure for Part C funds. It is permissible to “pool” funds to be used by one or more students with low incidence disabilities. There is no legal limit on the amount of funding for any particular student. As a condition of receiving these funds, each SELPA is required to ensure that the items purchased are coordinated as necessary.

Forms needed for an Equipment Request Submission Packet:

- RE5: Request for Low Incidence Books, Materials & Equipment
- IEP 2: Indicating a primary or secondary low incidence disability
- IEP 3: Indicating at least one goal related to the requested item(s)
- IEP 5: Specifying the students need for the requested low incidence item(s)
- Written quote from vendor (all attempts should be made to obtain lowest bid: a separate request form must be submitted for each vendor*)



SIRAS Frequently Asked Questions

Question:

I have an upcoming annual IEP and we are having an assessment done in only one area for additional information (OT, SLP, Behavior, etc.). The Annual Meeting type “Secondary Purpose” dropdown does not indicate additional assessment and the “Other Review” meeting type does. Which meeting type should I use; Annual IEP or Other Review?

Answer:

In order for your meeting to be recognized by SIRAS as an annual IEP, you must use the “Annual” Meeting type. “Other review” will not update your annual meeting date. To indicate that an additional assessment was completed within your annual IEP, on the IEP 1 demographics page, check the “Other” box for “Meeting Type” located at the bottom of the page and type in “Additional assessment”.



This is a friendly reminder to follow the Low Incidence request and return process.



Upcoming Workshops

September 2017

- 09/07 [Wechsler Individual Achievement Test III: Administration, Scoring, and Interpretation](#)
- 09/08 [Paraeducator Special Education Orientation](#)
- 09/12 [Transition Practices for Part C to Part B](#)
- 09/13 [Hearing Screening Protocols and Procedures in the Schools \(Morning Session\)](#)
- 09/13 [Hearing Screening Protocols and Procedures in the Schools \(Afternoon Session\)](#)
- 09/15 [Autism Series: An Introduction to Autism and Evidence-based Practices \(Part 1 of 5\)](#)
- 09/18 [Desired Results Access Project 2015 \(DRDP 2015\) Training for Teachers of Infants, Toddlers and Preschoolers \(Morning Session\)](#)
- 09/18 [Desired Results Access Project 2015 \(DRDP 2015\) Training for Teachers of Infants, Toddlers and Preschoolers \(Afternoon Session\)](#)
- 09/26 [You Don't Have to be a Specialist to Implement AT! Practical Strategies for Teachers and Service Providers \(Part 1 of 3\)](#)
- 09/27 [Behavior Series Part 1: Tier 1 and Tier 2 Interventions to Promote Positive Classroom Behavior](#)
- 09/29 [SIRAS: IEP Forms](#)

Check OMS for additional offerings in October and November

Process to follow for Equipment Return:

Val Wiltse must be contacted prior to the return of Low-Incidence Books, Material & Equipment

- 1.Complete and submit RE 5B to the SELPA Office.
- 2.Contact the SELPA Office to arrange for drop-off of the item (Items delivered to the SELPA or the MCOE warehouse prior to the completion of the Low Incidence Return Process will not be accepted.)
- 3.Upon receipt of the returned items, SELPA will process a work order to have the item moved into storage. *
- 4.Each item will be updated on the Low-Incidence Books, Material & Equipment inventory as returned and available for assignment to another student.

All submissions will be returned if not completed correctly.

If needed, contact Val Wiltse, SELPA Program Specialist for a copy of the Powerpoint, outlining the process in detail. 831-755-0336 or vwiltse@montereycoe.org

Hot Links!

- [Monterey County Special Education Local Plan Area \(SELPA\) Procedural Handbook](#)
- [SIRAS System - IEP Manager](#) *Remember to read the Newsletter on front page
- [Staff and Parent Training Catalog 2017-18](#)
- [Organization Management System \(OMS\)](#)- SELPA workshop registrations