

# SANTA BARBARA COUNTY SELPA LOCAL PLAN

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## **SECTION 15**

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### **PERSONNEL**

Personnel Professional Development Policy 4201

Personnel Qualifications Policy 4301

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the Workplace Policy 4401

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(Revised 5-4-2020)

SANTA BARBARA COUNTY  
SPECIAL EDUCATION LOCAL PLAN AREA

- 4000 PERSONNEL
- 4200 PERSONNEL PROFESSIONAL DEVELOPMENT
- 4201 Personnel Professional Development

The Santa Barbara County SELPA will work with districts and the County Education office to make provisions for a continuous staff development program for all teachers serving ages 0 through 21 including special education and general education staff, parents, administrators and other appropriate individuals and community agencies.

(EDUCATION CODE 56240-56243)

DATE APPROVED: January 9, 1987  
DATE REVISED: November 6, 1987  
DATE REVISED: March 3, 1995  
DATE REVISED: December 9, 2002  
DATE REVISED: January 12, 2015

SANTA BARBARA COUNTY  
SPECIAL EDUCATION LOCAL PLAN AREA

4000 PERSONNEL

4300 PERSONNEL QUALIFICATIONS

4301 Personnel Standards

The local education agencies within the SBCSELPA that are responsible for the provision of special education services shall make an ongoing good-faith effort to recruit and hire appropriately and adequately trained personnel to provide special education and related services to children with disabilities, including, where there is a shortage of such personnel, the most qualified individuals available who are making satisfactory progress toward completing applicable course work necessary to meet standards consistent with state law.

Paraprofessionals providing services to children with disabilities shall be provided opportunities for appropriate training and shall be supervised in accordance with the provisions of state law and regulations.

(EDUCATION CODE 56205 (a))

DATE APPROVED: December 9, 2002

SANTA BARBARA COUNTY  
SPECIAL EDUCATION LOCAL PLAN AREA

4000 PERSONNEL

4400 DRUG AND ALCOHOL FREE WORKPLACE

4401 Prohibitions Against Employee Use of Drugs and Alcohol in the Workplace

No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance at any Santa Barbara County SBCSELPA workplace. These prohibitions apply before, during and after school hours. A Santa Barbara County SELPA workplace is any place where employees of the Santa Barbara County SELPA perform work or are otherwise engaged in SBCSELPA business, including all school district and County Education Office sites.

DATE APPROVED: December 6, 2010

SANTA BARBARA COUNTY  
SPECIAL EDUCATION LOCAL PLAN AREA

- 4000 PERSONNEL
- 4500 LEGAL STATUS REQUIREMENT
- 4501 Employment Eligibility Verification and Nondiscrimination

The Santa Barbara County SELPA shall employ only those individuals who are lawfully authorized to work in the United States.

The SBCSELPA Executive Director or designee shall verify the employment eligibility of all persons hired by completing the U.S. Citizenship and Immigration Services Form I-9, Employment Eligibility Verification, for each individual hired and ensure that the SBCSELPA does not knowingly hire or continue to employ any person not authorized to work in the United States.

In accordance with law, the SBCSELPA Executive Director or designee shall ensure that SBCSELPA employment practices do not unlawfully discriminate on the basis of citizenship status or national origin, including, but not limited to, discrimination against any refugees, grantees of asylum, or persons qualified for permanent or temporary residency.

DATE APPROVED: December 6, 2010

SANTA BARBARA COUNTY  
SPECIAL EDUCATION LOCAL PLAN AREA

4000 PERSONNEL

4600 NONDISCRIMINATION IN EMPLOYMENT

4601 Prohibition Against Discrimination and Harassment

The Joint Powers Agency Board prohibits discrimination against and/or harassment of Santa Barbara County SELPA employees and job applicants on the basis of race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, sex, or sexual orientation.

DATE APPROVED: December 6, 2010