

ADMINISTRATIVE

*Responsible Local Agency or
Administrative Unit (AU)*

Adopted: 10/23/2024**First Reading: 6/12/2024****Second Reading: 10/23/2024**

The Tuolumne County Superintendent of Schools (TCSOS) is designated by the Tuolumne County Special Education Local Plan Area (SELPA) for Special Education as a responsible local agency (RLA) or Administrative Unit (AU). The RLA/AU serves as the entity responsible for managing the SELPA's finances, ensuring compliance with state and federal laws, and coordinating services across the member Local Education Agencies (LEAs).

Key responsibilities of TCSOS as an RLA/AU include although are not limited to:

1. **Fiscal Agent:** The RLA/AU manages and oversees receipt of the distribution of funds allocated for special education programs within the SELPA, in accordance with the locally approved SELPA Fiscal Allocation Plan, ensuring that financial resources are used appropriately and in compliance with state and federal regulations. The RLA/AU reviews, signs, and submits, as appropriate, any required special education fiscal reports not specifically designated for SELPA Administrator signature.
2. **Administrative Support:** The RLA/AU provides administrative services to support the SELPA's operations. This includes reporting requirements and other logistical tasks necessary for the SELPA's functioning. The SELPA Administrator will ensure timely transmission of required reports and provide technical assistance to LEAs in completing those reports.
3. **Coordination and Implementation:** The RLA/AU supports the SELPA Administrator the coordination of the implementation of the SELPA's Local Plan, ensuring that all member local education agencies (LEA) adhere to the policies, procedures, and goals outlined in the Plan.
4. **Compliance Monitoring:** The RLA/AU monitors compliance with state and federal special education laws and regulations through the SELPA Administrator position, ensuring that all member LEAs meet their legal obligations.
5. **Hiring and Employment Practices:** The RLA/AU employs staff necessary to support SELPA functions.