

Ventura County SELPA  
**AGREEMENT**  
**ADAPTED PHYSICAL EDUCATION (APE) SPECIALIST**  
**2021-2022**

This will serve as an agreement with University Prep Charter School to cover the proportional share of costs for services provided by VC SELPA staff as follows:

This is a ten month program, from September 1<sup>st</sup>-June 30<sup>th</sup> each year. SELPA staff are certificated employees of the Ventura County Office of Education (VCOE) and will be paid for any regularly scheduled work day of the VCOE, regardless of District calendar, including paid vacations.

SELPA Adapted Physical Education Specialists and District Administrator will work together to develop a schedule of duties to best meet the District's needs. SELPA Specialists will be accountable to the District for carrying out these duties and will provide a monthly schedule to district upon request.

The District will be responsible for costs for **all regularly scheduled times**, regardless of whether or not direct services are provided. *Prior authorization by District Administrator must be obtained* if extra overtime hours are necessary in order to accomplish duties requested by the District. Overtime hours will be accrued as compensation time at 1 ½ hours per hour.

Acceptable reasons for not providing regularly scheduled services to students may be District request for other duties (such as assessments or IEP meetings), student absence or unavailability, staff vacations, compensation time, and sick leave or in-service.

The SELPA Director will work with Adapted Physical Education Specialists to schedule compensation time, vacations, and other employee absences to result in minimal disruption of services to students, absorbed as equally as possible by all Districts within the Specialist's schedule. The SELPA Director will provide supervision to staff.

The District Special Education Director will receive a bi-yearly statement noting amount due. The SELPA will bill the district directly, unless another account has been indicated by the District Special Education Director.

***This agreement is in effect from September 1, 2021 through June 30, 2022.***

District Administrator \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

SELPA Director \_\_\_\_\_ Date 4/26/21