



**TITLE:** School Assignment Policy for  
Speech and Language (LAS) Services

**NUMBER:** REF-4311.2

**ISSUER:** Sharyn Howell, Executive Director  
Division of Special Education

**DATE:** March 29, 2010

**ROUTING**  
 All Locations  
 Local District Superintendents  
 Administrators of Instruction  
 Local District Directors  
 Support Unit Administrators  
 School Site Administrators  
 Speech and Language Therapists

**PURPOSE:** The purpose of this Reference Guide is to provide information to Local District Superintendents and Directors, Support Unit Administrators, and School Site Administrators regarding the allocation of Speech and Language (LAS) Service Providers to schools.

**MAJOR CHANGES:** Updated to include current contact information for Speech and Language Program staff.

**BACKGROUND:** There is a nationwide critical shortage of speech therapists that has affected school districts in California including Los Angeles Unified School District (the District). The District has taken proactive steps in increasing its ability to hire additional personnel in this field, including offering a new competitive salary table, creating outreach programs to local universities, hiring agency personnel, and providing shortage pay to our current therapists for servicing additional students beyond the state mandated average caseload.

California Education Code, Modified Consent Decree Outcome 13, and the Division of Special Education require the Speech and Language Program to provide equitable service to students in all geographic areas of the District. The Speech and Language Program staff are also responsible for ensuring that students who are most at-risk receive consistent services. During this time of critical shortage, the Speech and Language Program staff must allocate resources in order to meet the needs of students in schools that have been chronically underserved. Each year, school assignments for therapists are adjusted to bring high quality services to students targeting those who have not had services or who have received inconsistent services.

Many therapists must be assigned to more than one Local District to serve students in an equitable manner. In order to meet the needs of all students across the District and because of the shortage of speech therapists, it is possible that schools that have had consistent speech therapy service in recent years may be uncovered for a short period of time or these schools may be assigned a different service provider.



## LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

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**PROCEDURES:** The assignment of speech therapists continues during the summer. At the end of August, the Director of Related Services will send a letter to Principals with the names of related service providers assigned to their school site.

At school sites where there is a change in service provider, school site administrators must communicate with parents and school staff to keep them informed. The District has made the commitment to hire an increased number of speech therapists and to seek highly qualified personnel to meet the requirements of the Individuals with Disabilities Education Act (IDEA) and the communication needs of our students. The District's goal and responsibility is to provide equitable services for all students.

If a school site does not receive LAS service at any time during the school year, the school site administrator will be contacted by a Specialist from the Speech and Language Program to review strategies for temporary support and procedures for developing LAS goals, IEPs and assessments. At that time, the Specialist will share with the administrator the "Speech and Language Program Frequently Asked Questions (FAQ)."

**RELATED RESOURCES:** California Education Code  
Modified Consent Decree Outcome 13  
Individuals with Disabilities Education Act (IDEA)

**ASSISTANCE:** For assistance or information, please contact the Specialist for your Local District at 213-241-6200:

Local District 1 - Elaine Shackelford  
Local District 2 – Barbara Neil  
Local District 3 - Susan Simon  
Local Districts 4 & 5 - Kathy Boyle  
Local Districts 6, 7 & 8 - Larry Cox

Additional contacts include: Shellie Bader, Coordinator, Speech and Language Program, Division of Special Education at (213) 241-6200 or Deborah Rubenacker, Director of Related Services, Division of Special Education at (213) 241-6200.

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
 Division of Special Education, Related Services  
 Speech and Language Program

***Frequently Asked Questions:  
 Appropriate Speech Therapy Service  
 Provision and Support for LAS Students (Re: Temporarily Uncovered Schools)***  
 (Revised August 17, 2015)

<p><b>Why is there no speech therapist assigned to my school?</b></p>	<ul style="list-style-type: none"> <li>• Due to a nationwide critical shortage of speech therapists in all work settings, our school is <i>temporarily</i> without a speech therapist.</li> </ul>
<p><b>Are there any alternative services possible?</b></p>	<ul style="list-style-type: none"> <li>• The District offers tele practice for speech and language service that may be appropriate for all or most of your students. For further information regarding this innovative services delivery model, contact the Speech and Language Program at (213) 241-6200.</li> </ul>
<p><b>What do we tell parents?</b></p>	<ul style="list-style-type: none"> <li>• LAUSD has ongoing hiring practices for SLPs and is working diligently to fill all vacancies.</li> <li>• Your student will receive compensatory services once a provider is assigned to your school.</li> </ul>
<p><b>What if we have students who require assessment and we have no provider assigned?</b></p>	<ul style="list-style-type: none"> <li>• Contact the LAS Specialist for support <i>prior to</i> formulating an assessment plan for Speech and Language.</li> </ul>
<p><b>How do we document compensatory services?</b></p>	<ul style="list-style-type: none"> <li>• The following statement is to be written on FAPE 2, Part 4 of the IEP, filling in the appropriate information:   <i>"Due to the lack of provision of speech and language services from (write in the start date of service disruption) to the current date, _____ sessions are owed to this student based on the time and frequency indicated on the last signed IEP which was dated (add date of last IEP which contained LAS goals). These services are documented in the service grid labeled "Language and Speech." Compensatory services will be provided by the District as soon as a speech and language provider is assigned."</i> </li> <li>• Please contact your Local District Specialist for assistance in determining the amount of compensatory time.</li> </ul>
<p><b>How do we handle IEPs if:</b></p> <ul style="list-style-type: none"> <li>• There are LAS goals and our school has no speech therapist?</li> </ul>	<ol style="list-style-type: none"> <li>1. Refer to the <u>Special Education Policies and Procedures Manual</u> (Appendix A, Section IV. - <i>IEP Team Guidelines for Determining Appropriate Related Services and Related Services Providers page 193</i>).</li> <li>2. Hold the IEP meeting. You may need to hold an amendment to further discuss LAS services when a service provider is available.</li> <li>3. Continue the Same Present Level and Goal(s) for LAS service       <ul style="list-style-type: none"> <li>• The IEP team must copy and paste the LAS PLPS and goal(s) from the previous active IEP document into the new IEP. Be sure to include all elements of the goal page, including copying the time and frequency from the FAPE 2 grid. In addition, the team must include SLI service eligibility on page 4 of the IEP if this is the student's (only) SPED eligibility.</li> <li>• The IEP team should discuss the LAS goals and determine how to provide support for the goals as much as possible in the classroom. In most cases, speech and language goals will support and compliment</li> </ul> </li> </ol>

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<p>Who is responsible for completing the SLI Certification form in the Welligent IEP?</p>	<p>The School site administrator is responsible for completion of the SLI Certification page. (See Memo 4191.0)</p>
<p>Are there any alternative services possible?</p>	<ul style="list-style-type: none"> <li>• The District offers telepractice for speech and language service that may be appropriate for all or most of your students.</li> </ul>

For Additional Information: Please contact Specialist, Mary Seimears , Speech and Language Program at:

213. 241.6200  
 FAX 213. 241. 8433  
[xxx.xxxx@lausd.net](mailto:xxx.xxxx@lausd.net)

*Frequently Asked Questions:  
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 Provision and Support for LAS Students*