



EDUCATION		
4420 Special Education	Effective	01/31/2019
	Replaces	4420
	Dated	4/12/2011

The Arizona Department of Juvenile Corrections (ADJC) ensures compliance with state and federal regulations regarding the policy and procedures concerning Special Education. Even though this agency provides educational services throughout the entire year, extended school year services are determined on an individual basis. ADJC's allowable special education student-teacher ratio is one teacher to ten students in an inclusive environment.

AUTHORITY

Arizona Revised Statutes (A.R.S.)	
41-2804	Duties and Powers of Director
15-761	Definitions
15-763.01	Surrogate parent; notification; appointment
15-764 (A)(5)	Powers and duties of the school district governing board or county school superintendent
15-765	Special Education in rehabilitation, corrective or other state and county supported institutions, facilities or homes
15-766	Evaluation of child for placement in special education program; due process hearing procedures
15-828 (F-G)	Birth certificate; school records; exception
15-1181	Definitions
Code of Federal Regulations (CFR)	
34 CFR 300	Education
Arizona Administrative Code (AAC)	
R7-2-401	Special Education Standards for Public Agencies Providing Educational Services
R7-2-405	State Board of Education

PROCEDURE INDEX

4420.01	Special Education: Free Appropriate Public Education (FAPE)
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4420.03B	Student Interview
4420.09A	Special Education Certified Stipend Program Employee Agreements and Understanding

DEFINITIONS

1. **Consent** means:
 - a. The student is fully informed of all information relevant to the activity for which consent is sought, in his or her native language or other mode of communication;
 - b. The student understands and agrees in writing to the activity for which consent is sought;
 - c. The consent describes the activity;
 - d. The consent lists the records (if any) that will be released and to whom;
 - e. The student understands that the consent is voluntary and may be revoked at any time;
 - f. If a student revokes consent, that the revocation is not retroactive, meaning that the revocation does not negate an action that has occurred after the consent was given and before the consent was revoked [§ 300.500(b)(1)];
 - g. Student consent for initial evaluation will not be construed as consent for initial placement [§ 300.505(2)].

2. **Evaluation** - means procedures used pursuant to §§ 300.530-300.536 to determine whether a student has a disability and the nature and extent of the special education and related services that the student needs [§ 300.500(b)].

3. **Free Appropriate Public Education (FAPE)** - means special education and related services that:
 - a. Are provided at public expense, under public supervision and direction, and without charge;
 - b. Meet the standards of the state education;
 - c. Include elementary school or secondary school education; and
 - d. Are provided in conformity with an individualized education program (IEP) that meets the requirements of §§ 300.340 and 300.350.

4. **Independent educational evaluation** - means an evaluation conducted by a qualified examiner who is not employed by the public agency responsible for the education of the student [§ 300.502(a) (3)].

5. **Parent:**
 - a. **General.** As used in this part, the term parent means:
 - i. A natural or adoptive parent of a child;
 - ii. A guardian but not the state if the child is a ward of the State;
 - iii. A person acting in the place of a parent (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare); or
 - iv. A surrogate parent who has been appointed pursuant to §300.515.
 - b. **Foster parent.** Unless state law prohibits a foster parent from acting as a parent, a State may allow a foster parent to act as a parent under Part B of the IDEA if:
 - i. The natural parents' authority to make educational decisions on the child's behalf has been extinguished under State law; and
 - ii. The foster parent:
 - (1) Has an ongoing, long-term parental relationship with the child;
 - (2) Is willing to make the educational decisions required of parents under the IDEA; and

(3) Has no interest that would conflict with the interests of the child.

6. **Personally identifiable** - means that the information includes:
 - a. The name of the student, the student's parent, or other family member;
 - b. The address of the student;
 - c. A personal identifier, such as the student's social security number or student number;
 - d. A list of personal characteristics or other information that would make it possible to identify the student with reasonable certainty [§ 300.500(b)(3)].
7. **Public expense** - means that the ADJC either pays for the full cost of the evaluation or ensures that the evaluation is otherwise provided at no cost to the student, consistent with FAPE [§§ 300.502(a)(3), 300.301].
8. **Supplementary Aids and Services** - as used in this section means aids, services, and other supports that are provided in regular education classes or other education-related settings to enable the student with a disability to be educated with non-disabled students to the maximum extent appropriate pursuant to §§ 300.550 and 300.554.
9. **Special (and general) Education Acronyms:**

A	Autism
AAC	Arizona Administrative Code (AZ regulations/rules)
AAPSEC	Arizona Association of Private Schools for Exceptional Children
AADSI	Alternate Assessment Data System, Internet
AAGT	Arizona Association for Gifted & Talented
AAS	Arizona Academic Standards
AASBO	Arizona Association of School Business Officials
AASP	Arizona Association of School Psychologists
ABI	Arizona Behavioral Initiative
ABLE	Arizona Basic Learning Experience
AC	Augmentative Communication
ACPE	Arizona Center for Professions in Education
ACTT	Arizona Community Transition Team
ACTT	Arizona Community Transition Team Training
ACYF	Administration of Children, Youth and Families
ADD	Attention Deficit Disorder
ADE	Arizona Department of Education
ADHD	Attention Deficit Hyperactivity Disorder
ADJC	Arizona Department of Juvenile Corrections
ADC	Arizona Department of Corrections
AEEB	Arizona Education Employment Board
AIB	Arizona Industries for the Blind
AIMS	Arizona's Instrument to Measure Standards
AIMS-A	Arizona's Instrument to Measure Standards-Alternate
AIMS-DPA	Arizona's Instrument to Measure Standards-Dual Purpose Assessment
AIMSweb	Achievement Improvement Monitoring System-Web
ALJ	Administrative Law Judge
ALLC	Arizona Literacy & Learning Center
AMT	Accessible Mainstream Technology
AOC	Administrative Office of the Courts
APE	Adaptive Physical Education
API	Arizona Performance Indicators
APR	Annual Performance Report
ARS	Arizona Revised Statutes (state laws)
ArSHA	Arizona Speech-Language-Hearing Association
ASAT	Alternate Standards Achievement Test
ASBA	Arizona School Boards Association
ASBCS	Arizona State Board for Charter Schools
ASDB	Arizona State School for the Deaf and the Blind

ASH	Arizona State Hospital
ASHA	American Speech-Language-Hearing Association
AT	Assistive Technology
AZ-AGO	Arizona Attorney General's Opinion
AZCASE	Arizona Council of Administrators of Special Education
AZEIP	Arizona Early Intervention Program
AZ LEARNS	Arizona Leading Education through the Accountability and Results and Notification System
AZ READS	Arizona Readiness, Early Diagnostic Assessment and Intervention, Accountability, Development of Teacher Expertise and Support
AZTAP	Arizona Technology Assistance Project
BD	Behavioral Disorder
BHS	Behavioral Health Services
BIP	Behavior Intervention Plan
CAI	Computer Assisted Instruction
CAP	Corrective Action Plan
CAPD	Central Auditory Processing Disorder
CASA	Court Appointed Special Advocate
CASE	Council for Administrators of Special Education
CBM	Curriculum Based Measurement
CBI	Community Based Instruction
CCTM	Continuous Comprehensive Transition Model
CCR	Cross Categorical Resource
CEC	Council for Exceptional Children
CFR	Code of Federal Regulations
CHIC	Center for Hearing Impaired Children
COPD	Community Outreach Program for the Deaf
COTA	Certified Occupational Therapy Assistant
CP	Cerebral Palsy
CRDC	Civil Rights Data Collection
CPS	Child Protective Services
CRS	Children's Rehabilitative Services
CRT	Criterion Referenced Test
CSPD	Comprehensive System of Personnel Development
CST	Child Study Team
CTE	Career and Technical Education
DAP	District Achievement Plan
DBHS	Division of Behavioral Health Services
DD	Developmental Disability/Delay
DDD	Division of Developmental Disabilities
DES	Department of Economic Security
DHS	Department of Health Services
DI	Direct Instruction
DIBELS	Dynamic Indicators of Basic Early Literacy Skills
DOE	Department of Education (United States)
DOL	Department of Labor
DSM-IV	Diagnostic and Statistical Manual of Mental Disorders-IV
EC	Early Childhood
ED	Emotional Disability
EDP	Emotional Disability, Private School
EHA	Education of the Handicapped Act, P.L. 94-142
ELL	English Language Learner
EPS	Education Program Specialist
EPSDI	Early Periodic Screening Diagnosis & Treatment
ESEA	Elementary & Secondary Education Act
ESL	English as a Second Language
ESS	Exceptional Student Services
ESY	Extended School Year

FACE	Family and Child Education
FAPE	Free Appropriate Public Education
FAS	Fetal Alcohol Syndrome
FBA	Functional Behavior Assessment
FERPA	Family Educational Rights and Privacy Act
GATB	General Aptitude Test Battery
GATE	Gifted and Talented Education
HI	Hearing Impairment
HIPPY	Home Instruction for Parents of Preschool Youngsters
HSD	Home School District
IAES	Interim Alternative Educational Setting
IDEA	Individuals with Disabilities Education Act, PL 105-17
IDEIA	Individuals with Disabilities Education Improvement Act
IEP	Individualized Education Program
IFSP	Individualized Family Service Program
IHE	Institutions of Higher Education
ILS	Independent Living Skills
IPE	Individual Plan for Employment (formerly IWRP)
IQ	Intelligence Quotient
ISC	Interim Service Coordinator
ISP	Individual Service Plan
ITP	Individualized Transition Program
IVEP	Individualized Vocational Education Program
JTPA	Job Training Partnership Act
LD	Learning Disability
LDA	Learning Disabilities Association
LEA	Local Education Agency
LEP	Limited English Proficient
LETRS	Language Essentials for Teachers of Reading and Spelling
LRE	Least Restrictive Environment
MAP	Measure of Academic Progress
MD	Multiple Disabilities
MDSSI	Multiple Disabilities Severe Sensory Impaired
MET	Multidisciplinary Evaluation Team
MIMR	Mild Mental Retardation
MOMR	Moderate Mental Retardation
MPRRC	Mountain Plains Regional Resources Center
MR	Mental Retardation
MS	Multiple Sclerosis
MSW	Master of Social Work
NAEP	National Assessment of Educational Progress
NASDSE	National Association of State Directors of Special Education
NASP	National Association of School Psychologists
NCES	National Center for Education Strategies
NCLB	No Child Left Behind
NIMAC	National Instructional Materials Accessibility Center
NIMAS	National Instructional Materials Accessibility System
NRT	Norm Referenced Test
OAH	Office of Administrative Hearings
OCR	Office of Civil Rights
OJE	On-the-Job Evaluation
OJT	On-the-Job Training
OI	Orthopedic Impairment
OHI	Other Health Impairment
O & M	Orientation and Mobility

OSEP	Office of Special Education Programs
OSERS	Office of Special Education and Rehabilitative Services
OT	Occupational Therapy
OT/PT	Occupational Therapy/Physical Therapy
OTR	Occupational Therapist, Registered
PALS	Parents Are Liaisons to Schools
PBI	Positive Behavior Intervention
PBS	Positive Behavior Supports
PDLA	Professional Development Leadership Academy
PDSD	Phoenix Day School for the Deaf
PEA	Public Education Agency
PHL	Primary Home Language
PI	Performance Indicator
PIC	Prescriptive Instructional Center
PIC	Private Industry Council
PIN	Parent Information Network
PINS	Parent Information Network Specialist
PLC	Professional Learning Community
PLAAFP	Present Level of Academic Achievement and Functional Performance
PMD	Preschool Moderate Delay
P & P	Policies & Procedures
PSD	Preschool Severe Delay
PSL	Preschool Speech/Language
PSN	Procedural Safeguards Notice
PT	Physical Therapy
PTI	Parent Training and Information
PWI	Projects with Industry
PWN	Prior Written Notice
RTC	Residential Treatment Center
RF	Reading First
RFP	Request for Proposal
RFQ	Request for Quotation
RBHA	Regional Behavioral Health Authority
RIG	Reading Intervention Grant
RPT	Registered Physical Therapist
ROAR	Reach Out and Read
RRC	Regional Resource Center
RSA	Rehabilitation Services Administration
RTI	Response to Intervention
SAIS	Student Accountability Information System
SBE/SBOE	State Board of Education
SBRR	Scientifically Based Reading Research
SBRV	Scientifically Based, Research Validated
SCD	Significantly Cognitively Disabled
SCI	Spinal Cord Injury
SEA	State Education Agency
SEAA	Special Education Administrators Association
SEAP	Special Education Advisory Panel
SEAT	Special Education Administrative Team
SED	Serious Emotional Disability
SEEK	Special Educators Enhancing Knowledge
SEI	Structured English Immersion
SEVEP	Special Education Vocational Education Program
SELECT	Special Education Learning Experience for Competency in Teaching
SIG	State Improvement Grant

SLD	Specific Learning Disability
S/LI	Speech/Language Impairment
SLP	Speech/Language Pathologist
SLPA	Speech/Language Pathology Assistant
SMR	Severe Mental Retardation
SOF	Summary of Findings
SOP	Summary of Performance
SPA	State Placing Agency
SPED/LEP	Special Education/Limited English Proficient
SPP	State Performance Plan
SSDI	Supplemental Security Disability Income
SSI	Supplemental Security Income
SST	Student Study Team
SLT	Speech/Language Technician
SUPPORT	A System for Utilizing Peers in Program Organization, Review, and Technical Assistance
SW	Social Worker
SWAT	School-Wide Assistance Team
SWEP	Student Work Exploratory Program
TA	Technical Assistance
TABE	Test of Adult Basic Education
TASH	The Association for Persons with Severe Handicaps
TAT	Teacher Assistance Team
TBI	Traumatic Brain Injury
TLCF	Technology Literacy Challenge Fund
TOP	Transition Outcomes Project
T/RBHA	Tribal Regional Behavioral Health Authority
USDOE	United States Department of Education
VI	Visual Impairment
VIP	Visually Impaired Preschool
VR	Vocational Rehabilitation
VS	Vision Specialist
WOTC	Work Opportunities Tax Credits

Signature Date

01/29/2019

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01/30/2019

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