

Alaska Admin Code 7 AAC 23.100

Chapter 23
Programs for Children with Disabilities

Article 1.
Infant Learning Program.

7 AAC 23.010. Scope of chapter. Except where otherwise specified, grants awarded under 7 AAC 23.010 - 7 AAC 23.100 are subject to the provisions of 7 AAC 78.

7 AAC 23.020. Purpose. Subject to legislative appropriation and the provisions of AS 47.20, the department will award grants for implementation of an infant learning program to eligible applicants in Alaska who document the need for such a program in a grant application submitted in accordance with the provisions of 7 AAC 23.010 - 7 AAC 23.100 and 7 AAC 78. The purpose of a grant is to provide money for services to preserve and enhance the developmental potential of participants. The program will integrate the medical, nursing, and social services, which are crucial in the first three years of an exceptional child's life, with the special education activity.

7 AAC 23.030. Eligible applicants. Nonprofit organizations, including organized parental groups, regional resource centers, and local education agencies such as school districts or regional educational attendance areas, may apply for a grant under 7 AAC 23.010 - 7 AAC 23.100.

7 AAC 23.040. Submission of materials. A grant application must contain (1) a detailed budget and budget narrative; (2) the current salary schedule of the school district or regional educational attendance area which is closest to the area the applicant is proposing to serve; (3) the resume and credentials, as soon as they are available, of the teachers that the applicant hires or intends to hire; (4) the applicant's personnel policy for vacation and holidays; and (5) all information that will enable review of the application in accordance with criteria specified in 7 AAC 78.100.

7 AAC 23.050. Criteria for review. In reviewing an application, the department will consider, in addition to the criteria established in 7 AAC 78.100 (1) the proximity of the applicant to the population to be served; and (2) the ability of the applicant, after receipt of the grant, to hire and pay an infant learning program teacher who is qualified under 7 AAC 23.090(a).

7 AAC 23.060. Costs. (a) The provisions of 7 AAC 78.160 do not apply to grants awarded under 7 AAC 23.010 - 7 AAC 23.100. (b) A grantee may use money received from a grant to pay the following costs: (1) salaries and benefits of infant learning program teachers at a level not to exceed annual salaries of special education teachers with comparable credentials and experience who work for the school district or regional educational attendance area which is closest to the area the grantee is serving, and allowing (A) credit for teaching experience not to exceed five years in a field of early childhood or preschool activity; and (B) at the discretion of the grantee and with the concurrence of the department, an incentive increment not to exceed 20 percent of the salary as calculated in this section for a teacher with three or more years of service in an infant learning program in Alaska; (2) salaries and benefits for clerical staff if the grantee clearly documents that employment of the staff will result in service to increased numbers of participants; (3) travel expenses incurred by teachers while providing service to potential or enrolled participants, not to exceed amounts allowed by the state general government contract which is in effect at the time the grant is awarded to the grantee; (4) supplies, communication, equipment and other costs which are directly related to serving participants; (5) advertising and public awareness activities; (6) training services for persons other than employees if the grantee documents that the services are necessary to accomplish the program's objectives; (7) consultant services which are directly related to serving participants and their families, subject to prior approval by the section of family health; (8) relocation costs associated

with recruitment of a new employee if the relocation is for the benefit of a program under [7 AAC 23.010](#) - [7 AAC 23.100](#) and if the grantee has established written policies which (A) state the circumstances under which the grantee will pay for the relocation costs; (B) state the maximum amount the grantee will pay; and (C) require the employee to reimburse the grantee for the relocation costs if the employee resigns for reasons within the employee's control less than 12 months after the relocation; and (9) administrative costs, if incurred after the start of the fiscal year for which the amount is awarded, not to exceed 25 percent of the total amount awarded; allowable administrative costs include (A) salaries and benefits for administrative personnel; (B) office rent and utilities; (C) accounting, bookkeeping, and auditing services; (D) liability and malpractice insurance premiums; (E) office supplies, equipment, and equipment repairs; and (F) indirect costs.

7 AAC 23.070. Program coordinator. The department's infant-learning program coordinator will (1) assist grantees in complying with regulations and the terms of a grant in areas such as maximizing parental involvement, providing individualized education, and use of approved methods of instruction; (2) assist grantees in evaluating the effectiveness and efficiency of their services; (3) promote communication and cooperation among grantees in sharing resources and techniques and in continuity of service for a participant who moves from an area served by one grantee to an area served by another grantee; (4) promote cooperation among parents, teachers, and other professionals involved in meeting the needs of an infant or child with multiple disabilities; and (5) plan and conduct in-service education for infant learning program teachers so that professional knowledge and techniques are current and relevant for the population served.

7 AAC 23.080. Eligible children. (a) Except as provided in (d) of this section children must be under three years of age to be eligible for the program. The following order of priority must be used to select participants for enrollment and continued participation in an infant learning program: (1) children who have a severe or profound developmental delay in their motor or mental development or who have severe sensory impairment such as blindness or deafness; (2) children who have a mild or moderate developmental delay in their motor or mental development or who have a mild sensory impairment; and (3) children who have a substantial likelihood of manifesting developmental delay later in life. (b) Before enrollment, a child must be given a comprehensive assessment which measures the following developmental areas: cognitive/adaptive, communication, gross motor, fine motor, self-help/independence, and social/emotional. (c) When a child is found to be in need of service in a geographic area served by a grantee, the grantee shall determine the child's priority classification under (a) of this section, after consultation with the child's health care providers. If the child's priority classification is (a)(1), the grantee shall offer the infant learning program to the child without delay. (d) If a child was enrolled in a grantee's program before the child's third birthday and has been referred to a local education agency for special education services, the grantee's infant learning program may continue to serve the child for a period of time not exceeding six months beyond the child's third birthday, if necessary, to provide continuity of service during the time the local education agency is initiating its individualized education program.

7 AAC 23.090. Program standards. (a) Minimum qualifications for a teacher in a program under [7 AAC 23.010](#) - [7 AAC 23.100](#) are (1) a bachelor's degree in special education, early childhood education, physical therapy, occupational therapy, or speech and language therapy; and (2) one year of experience working in a field of early childhood or preschool activity. (b) If a grantee is unable to hire a teacher that fulfills the criteria in (a) of this section, the grantee may request a waiver from the section of family health. With the request, the grantee must document its inability to hire a teacher that meets the criteria in (a) of this section and submit the materials required by [7 AAC 23.040](#)(3). (c) A program under [7 AAC 23.010](#) - [7 AAC 23.100](#) must offer home-based service. However, for a participant who spends a significant amount of time in day care, the teacher's activity must be apportioned accordingly between the day care center and the home. (d) A program under [7 AAC 23.010](#) - [7 AAC 23.100](#) must (1) repealed 10/15/94; (2) operate on a year-round basis, with allowance for the annual leave and holiday policy of the grantee and for participating families'

absence from the community; the department will, in its discretion, however, authorize a program to operate for 11 months when funding is inadequate to support year-round operation; (3) be individualized to be appropriate for the education of each participant, and include (A) a statement of the participant's present level of performance; (B) goals for a six-month period; (C) short-term objectives; (D) the date of program initiation and estimated duration of service; and (E) methods for evaluating the participant's progress and scheduling multidisciplinary reevaluations as needed. (e) The grantee shall prepare in writing the individualized education program described in (d)(3) of this section within 45 days of a participant's enrollment and maintain a written record of that program. The primary caregiver shall participate in developing the individualized education program. (f) With parental permission, a grantee shall arrange a multidisciplinary evaluation of a participant within one year of enrollment, unless such an evaluation was made before the participant's enrollment. (g) A grantee must maintain records on participants in a confidential manner.

7 AAC 23.100. Evaluation of programs. The department will use the following criteria to evaluate grantees: (1) adequacy of efforts to identify children in need of services under 7 AAC 23.010 - 7 AAC 23.100, as indicated by the numbers of children referred, screened, and enrolled, in relation to the population of children under age three in the area served by grantee; (2) adequacy of problem definition and assessment of the status of each participant in the program; (3) appropriateness and timeliness of the individualized education program for the participant's disability; (4) adequacy of the written plan for each home visit; (5) extent of parental involvement; (6) coordination with other community resources, including medical, social work, and mental health; and (7) accomplishment of the grantee's goals and objectives.