





# Distance Learning and Special Education Services in Minnesota Public Schools During the COVID-19 Public Health Emergency

Common Issue	Steps
The school is changing your child's special education services during the "distance learning" period.	<ol style="list-style-type: none"> <li>1. Make sure you get a Prior Written Notice (PWN) and a copy of the proposed IEP from the school. If you don't get one, ask for it as soon as possible.</li> <li>2. If you have questions about the changes, you can say "no" to any plan and request a conciliation conference or an IEP meeting with the school. This is a time to be a strong advocate and not just automatically agree to any changes that the school wants.</li> <li>3. If you are okay with the changes, you can agree to the plan, but be sure to check in to see how things are going.</li> </ol>
The school is saying everything will be okay with distance learning.	<ol style="list-style-type: none"> <li>1. Make sure you have a copy of your child's IEP or 504 plan that was being used before the distance learning period. Review it carefully, make sure you know what services and supports are in it, and then compare it to the new IEP or 504 plan.</li> <li>2. Pay attention to what services and supports are changed or the time reduced (for example, changing speech services from 60 minutes per week to 10 minutes per week).</li> <li>3. Ask for a plan to track your student's progress. You can ask for a written progress report.</li> </ol>
There is no plan for how the school will track your student's progress in school.	<ol style="list-style-type: none"> <li>1. Ask the school to give you a "progress report" on the IEP goals for the time right before schools were closed due to the epidemic. Ask for regular check-in times with a teacher or case manager.</li> <li>2. Ask the school to give you another "progress report" during the distance learning period through May 4, 2020 (and at the end of the year).</li> </ol>
The school is not providing all services during COVID-19 that meet the IEP/504 Plan requirements.	<ol style="list-style-type: none"> <li>1. Keep track of what supports or services are being provided by the school and which ones are not being provided. You can do this on a calendar or some other place.</li> <li>2. Ask the school for a meeting to discuss why the services are not being provided.</li> <li>3. Record how much time was missed. Your child may be eligible to receive make-up or compensatory services.</li> </ol>

**The Minnesota Disability Law Center (MDLC), a division of Mid-Minnesota Legal Aid, is Minnesota's Protection and Advocacy System for people with disabilities. MDLC has created this information sheet about common issues and how to address them. Our office is available to help – Call us at:**

 **612-334-5970**  
 **1-800-292-4150**

**If you have questions about any notices, changes in service, or meetings: please call us at the Minnesota Disability Law Center: 612-334-5970 or 1-800-292-4150.**



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The school is not doing a good job providing services.	<ol style="list-style-type: none"> <li>1. Ask for daily or weekly written updates on how things are going.</li> <li>2. Ask if the school staff person is certified or licensed to provide the services in the plan.</li> <li>3. Request an IEP team meeting to talk about the problems.</li> </ol>
I don't have access to a computer or to the internet for distance learning.	<ol style="list-style-type: none"> <li>1. Contact the school immediately to ask for a laptop computer or access to internet.</li> <li>2. Ask for other options from the school. This is really the school's responsibility.</li> </ol>
My child won't use the computer for distance learning.	<ol style="list-style-type: none"> <li>1. Contact the school immediately to ask for an IEP team meeting.</li> <li>2. Ask for other options from the school. This is really the school's responsibility.</li> </ol>
My child needs in-person services for nursing, preventing self-injury, physical therapy or other services.	<ol style="list-style-type: none"> <li>1. Contact the school immediately to ask for an IEP team meeting.</li> <li>2. Ask for other options from the school. This is really the school's responsibility.</li> <li>3. Contact our office immediately.</li> </ol>
There is no plan for changing from distance learning to going back to school.	<ol style="list-style-type: none"> <li>1. Request an IEP or 504 Team meeting during the stay-at-home period so that you can begin a plan for compensatory education, resuming the former prior IEP/504 Plan, and whether or not an extended school year (ESY) is appropriate for your child before school resumes in the school building again.</li> <li>2. Ask the school for a progress report now and for another one when your child goes back to school.</li> </ol>
My child was suspended before (or during) the distance learning period.	<ol style="list-style-type: none"> <li>1. If your child was suspended at the time that school buildings closed, keep track of when the suspension was supposed to end. Follow up with the school to make sure that the records are accurate because the quarantine should not be included in the days counted towards discipline and could negatively impact your child's future.</li> <li>2. Ask for an IEP team meeting to discuss the discipline and a plan to prevent more discipline.</li> </ol>
The school is threatening truancy or educational neglect because my child is not participating in distance learning.	<ol style="list-style-type: none"> <li>1. Request an IEP team meeting immediately and discuss the problems that are stopping your child from attending.</li> <li>2. Contact our office immediately.</li> </ol>

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