



# Monitoring Progress

## How to Document the Impact of Online Learning

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The spread of COVID-19 has resulted in the closing of all schools while students try to navigate virtual/online instruction. Caregivers' roles now include, parent, teacher, and personal chef. All while many are trying to work from home. While most of us do not have a degree in Special Education, we need to remember we are the EXPERTS on our child!

When students return to school, their IEP Team will meet to discuss how the student's needs have changed. **Now is the time to prepare for that discussion...**

### REVIEW YOUR CHILD'S IEP

- If you can't locate the most recent "Final" IEP (not the draft IEP), email your child's school and request a copy (be patient as they are also responsible for additional roles)
- Find your child's most recent IEP Progress Report (Remember you can request a copy if needed and please note this is not the report card)
- Review the IEP. Contact The Parents' Place of Maryland (PPMD) if you do not understand it.

### WHEN DOING SCHOOL WORK WITH YOUR CHILD, COLLECT DATA

This will be important to share with your child's IEP Team when school resumes. Data is the most effective way to ensure the Team has the information needed to make decisions. Data includes the following:

- Notes about your child's progress, regression and behavior
- Video or audio recordings
- Samples of work your child completes (worksheets, projects, handwriting samples, etc.)
- Emails between you and your child's teachers

### WORK WITH YOUR CHILD'S TEACHERS AND PROVIDERS

Keep in mind that things are changing frequently! This is uncharted territory for parents, teachers and students. Not long ago, teachers and providers were working with students in-person. With little time to prepare, they have shifted to only working with students online. Like parents, teachers are also adjusting to working from home. This is the time to support each other.

In this Toolkit you will find the following resources:

1. Documentation of Progress Form
2. Current Present Levels of Performance Form

“DOCUMENTATION OF PROGRESS FORM”	“CURRENT PRESENT LEVELS OF PERFORMANCE FORM”
<ul style="list-style-type: none"> <li>• Fill in the Goals and Objectives from your child’s current IEP</li> <li>• Document your child’s performance in each area</li> <li>• Handwritten notes are fine!</li> <li>• You do NOT need to work on every goal daily</li> <li>• Use the back of the page to make any additional notes you feel are important</li> </ul>	<ul style="list-style-type: none"> <li>• Fill in the Goals and Objectives from your child’s current, final IEP</li> <li>• Review the Progress Report and the IEP section, “Present Levels of Academic Achievement and Functional Performance”</li> <li>• Document your child’s current performance</li> <li>• Document where your child is performing right before school’s open to students</li> </ul>

**IMPORTANT REMINDERS:**

- Remember that learning occurs during everyday activities (ex. Cooking requires math, sending a note to a friend is written expression, etc.)
- Focus on the mental health needs of your family! If a few days go by without a child receiving “instruction” from you THAT IS OK!
- Is your child getting distracted while completing schoolwork because there are three siblings in the house? Did your child master a new skill? Share this with the Team.
- School includes Art, PE and music! Try turning up the music and dance for PE or pull out sidewalk chalk for Art.
- Use this time to make some wonderful memories with your child!