St. Cloud Area School District 742

Danielle Mehr

Executive Director
Special Education

Dear Parent(s):

As a home educator, you and your student(s) have rights under the Individuals with Disabilities Education Act (IDEA). IDEA requires public school districts to identify and offer special education services to students with disabilities who reside within the district's boundaries, including students enrolled in home schools.

If you have concerns with your child's academic performance, communication, health or physical status, cognitive functioning, social/emotional or behavioral skills, motor skills, or functional skills, you may seek a screening and an evaluation through the St. Cloud Area School District 742 Special Education Department. The evaluation will be designed to determine whether or not your child has a disability as defined by eligibility criteria in Minnesota Rules 3525. For children who are found eligible to receive special education services, parents will be invited to participate on a planning team that will review the information and propose services. The process is as follows:

1. The parent should identify concerns regarding the student's academic performance, communication, health or physical status, cognitive functioning, social/emotional or behavioral skills, motor skills, or functional skills and reach out to the Director of Special Education, Dani Mehr at danielle.mehr@isd742.org or Executive Assistant Brenda Overboe at brenda.overboe@isd742.org for next steps.

2. The Director will pass along information to the School Psychologist, which will review information and any potential interventions and meet with the parent/home educator.

3. The parent/home educator will be invited to an assessment determination meeting that will be held at a mutually agreed upon location. Representatives from ISD 742 special education staff will also be invited to attend. The team will review the information presented by the School Psychologist and parent and make a decision on the appropriateness of an evaluation and if appropriate, areas to assess. An evaluation plan will be completed, or alternative options will be discussed if an evaluation plan is not appropriate.

4. If an evaluation will be conducted, the parent will receive a written notice of the proposed evaluation for review and approval. The notice requires written permission by the parent prior to ISD 742 conducting the evaluation.

5. Once written parental permission is received, ISD 742 special education staff will conduct the evaluation. Parents will have an opportunity to provide further information about the child as part of the evaluation.

6. The planning team will complete an Evaluation Report and they will determine if the student meets state criteria to be eligible for special education. Children eligible for special education services under Minnesota Rule 3525 will have an Individual Education Program (IEP) developed by a planning team consisting of the parent/ home educator and public school special education staff. The IEP team will discuss what services the student might need and how those services would be provided to an eligible student.

Please let me know if you have any questions about this process.

Sincerely,

Danielle Mehr
Executive Director
Special Education