

# **Khaws ntaub ntawv cia yuav txhawb tau niam txiv txoj kev mus koom npaj kev kawm ntawv tshwj xeeb**

(Record Keeping Supports Parent Participation in Special Education - Hmong translation)

Khaws ntaub ntawv cia yuav pab koj taug tau kev kawm tau ntawv thiab qhov yuav tau hloov txoj kev kawm ntawm koj tus me nyuam, kev txuas lus nrog koog tsev kawm ntawv, thiab paub cov ntaub ntawv qhia txog koj tus me nyuam txoj kev loj hlob thiab kev hloov mus nyob hauv cov xyoo kawm ntawv.

Npaj ib txoj kev khaws koj tus me nyuam cov ntaub ntawv yog ib txoj kev zoo los pab koj npaj mus koom cov rooj sib tham npaj kev kawm ntawv tus kheej. Xam xyuas cov ntaub ntawv sib txawv hais mus no thaum koj npaj khaws cov ntaub ntawv li koj yuav ua tau:

## **Kev kawm ntawv tshwj xeeb rau tam sim no**

- Tsab ntawv teev kev kawm ntawv tus kheej rau tam sim no
- Txoj kev npaj txhawb tus cwj pwm coj rau tam sim no, yog muaj
- Tsab ntawv qhia tawm txog kev ntsuam xyuas tau los ntawm koog tsev kawm ntawv tsis ntev los
- Cov ntawv ceeb toom cov rooj sib tham, daim ntawv ceeb toom ua ntej, thiab cov qauv ntawm cov ntawv niam txiv tau tso cai/tsis kam tso cai rau xyoo kawm ntawv tam sim no
- Cov qau ntawm cov ntawv tso cai muab tau cov ntaub ntawv siv rau tam sim no
- Daim ntawv ceeb toom tus txheej txheem lis kev kawm ntawv tshwj xeeb

## **Cov ntawv teev kev kawm ntawv tshwj xeeb cia yav tas**

- Cov ntawv teev kev kawm ntawv tus kheej thiab cov ntawv teev kev txhawb tus cwj pwm coj yav tas los
- Cov ntawv qhia tawm kev ntsuam xyuas los ntawm koog tsev kawm ntawv yav tas los
- Cov ntawv ceeb toom cov rooj sib tham, cov ntawv ceeb toom ua ntej, thiab cov qau ntawm cov ntawv niam txiv tau tso cai/tsis kam tso cai nyob hauv cov xyoo kawm ntawv yav tas los
- Cov ntawv qhia kev coj (nrog rau cov ntawv qhia caij npav, kev ceev tus kawm ntawv cia, kev tso tawm)

## **Kev sib txuas lus los ntawm tsev neeg thiab tsev kawm ntawv**

- Cov lus sau cia los ntawm cov rooj sib tham npaj kev kawm ntawv, cov rooj sib tham ntawm niam txiv thiab kws qhia ntawv txog kev kawm tau ntawv (parent teacher conference), thiab lwm cov kev sib tham
- Daim ntawv sau cia kev sib tham hauv xov tooj thiab kev nrog tus kws qhia ntawv tham tim ntsej tim muag, kev sib tham nrog cov muab kev pab, thiab nrog cov tswj hwm tsev kawm ntawv
- Cov email sau rau cov ua hauj lwm hauv tsev kawm ntawv
- Kev sib txuas los ntawm tsev neeg thiab tsev kawm ntawv (tag nrho tsev kawm ntawv, hauv chav kawm, los yog kev sib txuas lus npaj los rau pab neeg npaj txoj kev kawm tshwj xeeb rau koj tus me nyuam)

## **Cov ntawv qhia tawm kev kawm tau ntawv (Report cards) thiab qhov twv tau cov ntawv twv xyuas kev kawm ntawv**

- Cov ntawv qhia tawm kev kawm tau ntawv rau sawv daws
- Cov ntawv qhia kev kawm tau raws li tsab IEP
- Cov ntawv qhia qhov twv tau cov ntawv twv xyuas kev kawm ntawv (xws li: MAP, MCA)
- Cov ntawv qhia tawm qhov twv tau cov ntawv twv xyuas txog kev npaj hloov mus kawm ntawv qib siab (xws li, ACT; SAT; Accuplacer)

## **Cov ntawv qhuas thiab kev ntsuas qhov kawm tau zuj zus**

- Tsev kawm cov ntawv qhuas qhov kawm tau ntawv zoo
- Cov qau ntawm cov ntawv kawm tau, nrog rau cov ntawv teev kom kawm, kev kawm ua, thiab cov ntawv twv qhia txog qhov ua tsis tau thiab qhov txawj ua
- Cov kev qhuas thiab qhov kawm tau uas tau los ntawm koom haum zej zog
- Cov ntawv qhia txog qhov koj tus me nyuam mus koom thiab ua tej dej num nyob hauv zej zog, tseem ceeb yog cov hauj lwm tus me nyuam txaus siab thiab mob siab ua

## **Lwm cov ntawv tseem ceeb yuav tau khaws**

- Cov ntawv teev kev mus kawm ntawv
- Cov ntawv qhia txog tus cwj pwm coj thiab cov ntawv teev txog kev qhuab qhia
- Tsev kawm ntawv cov phau ntawv qhia rau cov kawm ntawv thiab cov niam txiv (handbooks)
- Cov ntaub ntawv qhia kev noj qab haus huv/kev kho mob
- Cov ntaub ntawv txheeb xyuas tau los ntawm cov tsis ua hauj lwm hauv tsev kawm ntawv
- Cov ntaub ntawv npaj los pab tus me nyuam uas tsim los ntawm lwm cov muab kev pab (Service providers) uas tsis yog tsev kawm ntawv ua (xws li: cov kev pab tus kheej tsim los ntawm qhov chaw muab kev pab tuaj rau hauv tsev thiab cov kev pab nyob hauv zej zog raws li qhov hu hais tais waiver; qhov kev npaj los pab ua hauj lwm tsim los ntawm tus muab kev pab peem ua hauj lwm)

## **Cov ntawv koj mus saib tau (Resources)**

### **Phau ntawv khaws cov ntaub ntawv hais txog kev kawm ntawv tshwj xeeb**

Phau khaws ntaub ntawv no teev muaj 6 kem los khaws cov ntaub ntawv los txhawb cov niam txiv txoj kev mus koom npaj kev kawm ntawv tshwj xeeb. Phau no muaj ua lus As Kiv, lus Hmoob, lus spanish, thiab lus somalia, ib phau yog 10 dus las -ib phau pub dawb rau niam txiv thaum hais tuaj kom muab. Phau no muaj tus niam ntawv hu ua PHP-a5.

### **Phau txhawb niam txiv khaws cov ntaub ntawv hais txog kev kaj siab (mental health)**

Ib phau ntawv muaj cov lus qhia rau niam txiv tias cov ntaub ntawv twg, cov ntawv qhia tawm twg, thiab cov email sib txaus lus twg los ntawm tsev kawm ntawv thiab cov muab kev pab kho kev lwj siab uas yuav tau khaws. Muaj daim ntawv teev kev txua lus nrog. Ib phau yog 2 dus las - muab ib phau pub dawb rau niam txiv thaum hais tuaj kom muab. Phau no muaj tus niam ntawv hu ua MPC-6mh.

### **Khaws thiab ceev cov ntaub ntawv kho mob**

Tam li ib tug thoob tswv yim rau koj tus me nyuam, khaws cov quav ntawm koj tus me nyuam cov ntaub ntawv kho mob cia yog ib feem tseem ceeb ntawm koj tes dej num. PACER muaj cov lus qhia tias yuav khaws cov ntaub ntawv kho mob, cov ntaub ntawv dab tsi, thiab yuav ceev tau li cas. Muaj luam tau dawb.

**Cov ntaub ntawv tsev kawm ntawv ceev cia thiab Niam txiv cov cai**

Daim ntawv no qhia me ntsis txog niam txiv cov cai hais txog cov ntaub ntawv tsev kawm ntawv ceev cia raws li tsab cai kawm ntawv rau cov tib neeg muaj qhov tsis taus (IDEA), tsab cai hais txog qhov tsev neeg muaj cai nyob hauv txoj kev kawm thiab qhov tsis pub lwm tus paub (FERPRA), thiab nom tswv xeev Minnesota tsab cai hais txog cov lus tsis pub lwm tus paub. Muaj luam tau dawb.

**Cov ntaub ntawv hais txog kev noj qab nyob zoo hauv tsev kawm ntawv: Tsis pub lwm tus paub thiab muab tau tawm**

Raws li xeev Minnesota thiab tseem fwj txoj cai, cov ntaub ntawv hais txog kev noj qab haus huv hauv tsev kawm ntawv yog cov ntaub ntawv hais txog kev kawm ntawv xwb. Cov lus hais txog koj thiab koj tus me nyuam txoj cai tsis pub lwm tus paub thiab muab tau tawm. Muaj luam tau dawb.

**Daim ntawv qhia rau cov niam txiv npaj cov tswv yim mus koom lub rooj sib tham npaj kev kawm ntawv**

Teev cov tswv yim coj los siv ua ntej, siv thaum sib tham, thiab siv tom qab lub ruj sib tham npaj kev kawm yav tom ntej los txhawb koj txoj kev mus koom thiab mus tham. Muaj luam tau dawb.

**Daim ntawv npaj mus koom lub rooj sib tham npaj kev kawm ntawv tus kheej**

Ib qho tswv yim npaj ua ntej uas yuav pab koj nthuav tau cov kev txhawj, cov lus nug, thiab koj cov hom phiaj rau lub rooj sib tham npaj kev kawm yav tom ntej, thiab caum qab qhov tau pom zoo ua. Muaj luam tau dawb.