SUN ATI Situational Assessment

Name: **School:** **Lewisburg**

Expected year of graduation: **Program:** Adv. Precision Machining

Date of Assessment: ☐ **AM** ☐ **PM** ☐ **ALL DAY**

Job Task (Describe task and skills demonstrated)

_____

_____

(Circle the Rating) 5 = Excellent, 4 = Good, 3 = Satisfactory, 2 = Below Average, 1 = Poor

OBSERVATIONS: Criteria

Learning Skills						
Demonstrates Listening Skills	5	4	3	2	1	N/A
Demonstrates Verbal Communication Skills	5	4	3	2	1	N/A
Able to focus and attend to task, persistence	5	4	3	2	1	N/A
Possesses Writing Skills	5	4	3	2	1	N/A
Possesses math skills related to program	5	4	3	2	1	N/A
Follows Directions	5	4	3	2	1	N/A
Interpersonal Skills						
Appropriate interaction with peers	5	4	3	2	1	N/A
Appropriate interaction with adults	5	4	3	2	1	N/A
Professionalism						
Exhibits appropriate behavior	5	4	3	2	1	N/A
Personal Hygiene	5	4	3	2	1	N/A
Vocational/Career Skills specific to program (when applicable)						
Hand-Eye Coordination	5	4	3	2	1	N/A
Fine Motor Skills	5	4	3	2	1	N/A
Understands Safety	5	4	3	2	1	N/A

Based on today's visit, did the student demonstrate strengths (please list)? _____

_____

Based on today's visit, did the student demonstrate areas of need (please list)? _____

_____

Other remarks/recommendations: _____

Instructor's Initials: _____

Checklist for Transition Clinics

- ☐ Reserve Room
- ☐ Make List of Students to be Transitioned
- ☐ Inform instructors and aides.
- ☐ Letter of Invite to Agencies & email to agencies and school
- ☐ Letter of invite and release to parents & students (separate)
- ☐ Release signed and filed (create student files for clinics)
- ☐ Collect information for info. sheet and type up.
- ☐ Contact specific agencies about specific needs (ID services, etc.)
- ☐ Create Additional Information packets FOR students
- ☐ Make arrangement for coverage for teachers.
- ☐ Request refreshments (coffee, donuts or something)
- ☐ Meeting!

Shikellamy Area School District/ SUN Area Technical Institute
February 22, 2019 - Transition Clinic – Student Information

PERSONAL INFORMATION

Student Name: Don Deer	**D.O.B.: 12/25/2000**	**Age: 17**
Address: 111 West Chestnut Street, Sunbury, PA 17837	**MA?**	**SSI Eligible? (Yes – No)**
Parent/Guardian Name: Martha Deer	**Work Phone:**	**Home Phone:** 570-555-5555
Parent/Guardian Address:	**Exceptionality:** SLD	**Program Assignment:** Itinerant
Describe Student's Living Arrangement: Don lives with his mom and his younger sister.		
Additional Information: **Don does not yet have his learner's permit.** Don is enrolled with OVR. He is enrolled with CareerLink as well. Don works with a School Social Worker		

EDUCATIONAL INFORMATION

State Student's Transition Outcomes: Don is considering a thirteenth year of education and has an interest in possibly working in building maintenance or custodial work.	**Anticipated Date of Exit:** 6/2019
Describe any Community Based Training Activities the Student has participated in:	
Pre-Vocational and/or Vocational programs the student has participated in: Don is currently enrolled in the Collision Repair Program. He is has demonstrated excellent work ethic. He is planning to return for possibly the Advanced Wood Products Manufacturing Program next year.	
Describe any volunteer or Work-Experience training programs the student has taken part in:	

RECREATION / LEISURE

Student Interests – Describe what the student likes to do during his/her free time: In his free time, he likes to hang out with friends, help his mom around the house, and watch tv.

Notes from Transition Clinic February 22, 2018

Donna Doe

Suggestions and Ideas:

- Donna is eligible to participate in the WATCH program. She was given a flyer and a brochure about this program. They have been given her name so they know she is recommended for the program. She can apply online (Miss Chalmers can help) at any time. The WATCH program is through the CSIU and can help support anyone who has a high school diploma to obtain education/training in the health/nursing related field. It is a free service including tuition, and uniform, etc. They partner with Project Elect to help with child care and transportation issues as well.
- Donna is enrolled in the Project Elect program for parenting teens. They will continue to provide support after graduation for a period of time.
- Donna does not have her driver's license or learner's permit at this time, it was suggested that she use the app on her phone to study for her learner's permit and arrange to go take the test. Because she is over 18 she does not need to wait for a period of time to take the driving test. She will need her Birth Certificate, Social Security Card and 2 pieces of "official" mail showing her name and address, along with her physical and $ to get her Permit. If she experiences difficulty with her permit, she can ask OVR for help with tutoring and if she needs help learning to drive, they can also provide behind the wheel driving experience.
- Donna is enrolled with OVR (Office of Vocational Rehabilitation). She will meet with the OVR counselor on Tuesday at 11am and Miss Chalmers will attend and take notes. OVR may be able to help with such things as learner's permit tutoring, behind the wheel driving, further training, equipment needed for a job, acquiring a job, job shadowing, work based learning experiences, etc.
- Donna should consider applying for Rabbit Transit. This is the only public transportation system we have in this area. Once she applies (online with Ms. Chalmers' help), she will then be able to schedule any transportation needs like Doctor's appts., leisure activities, and work for free or with a small charge.
- For the remainder of the school year, while Donna's class is participating in Clinical experiences, when she is caught up on work and it works with her schedule, Donna may be able to participate in job shadowing experiences or Work Based Learning Experiences (WBLE) with the support of OVR and a job coaching agency. This could be 2 times a week, or less or more to be able to progress in class and build her experiences in preparation for life (employment, etc.) The Work Based Learning Experience is up to 90 hours spread out over time, and pays $10.20 an hour.

- CIES is one agency that provides job coaching services, work based learning experiences, and job shadowing experiences which OVR provides the funding for.
- CareerLink has an out of school youth program called "Yes to the Future" This program is run with a partnership with the CSIU and is open to any student who is out of school and wants to seek employment/career. Information was provided about this program as well.
- Information was provided about the Nurse-Family Partnership
- Information was provided about the Secondary Transition Website and the Health Department transition healthcare packet.
- The Union Test Prep website can provide assistance in preparing for tests like the CNA; a flyer was provided with this information as well.

IMMEDIATE STEPS

- OVR meeting Tuesday, February 27 at 11am at SUN Tech
- Apply to WATCH Program online if desired
- Review for Learner's Permit test with Ms. Chalmers
- Complete application/registration for Rabbit Transit

IEP Checklist

17-18 Grade:

Disability:

□ Situational Assessment
In program enrolled? Y/N *Other:*_____

□ IEP □ ER/RR

□ Confidential Release Signed

□ OVR Referral (Date: _____)

Does Student Need/Have:

Math? Y/N _____

Other Courses? Y/N _____

Driver's License? Y/N or L.P. Y/N

Behavior Plan? Y/N

Senior Project Done? Y/N

In CareerLink Youth Program? Y/N

Vote Reg.? □ **Sel. Svc.** □

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Vote Reg.? □ **Sel. Svc.** □

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Vote Reg.? □ **Sel. Svc.** □

January 27, 2019

Dear Transition Council Members/Agency Representatives:

The purpose of this letter is to request your attendance at our transition clinics! We hope you can attend these transition clinics for 8 Mifflinburg students who are currently attending SUN Area Technical Institute. The transition clinics will be held on **Thursday, February 18th beginning at 8:30am.**The meetings will be held in the Activities Room at the SUN Area Technical Institute in New Berlin. Please try to come early to be provided some preliminary information about our students. A lunch break will be from 11:00- 12:30 and you are welcome to eat in our student operated restaurant, the "Hide-A-Way Café". We should be done with transition clinics by 2:30pm. Visitors should sign in at the main office and then come to the Resource Room.

During our Transition Council meetings many of the agencies emphasized the need for information in advance of these clinics. I will do my best to contact you with information about the students via email as soon as we have Consent Forms signed and returned to us.

Please plan to attend our clinic and share in these very important meetings. Often times, the information and knowledge that you possess, not just related to your specific agency, but other connections and experiences as well, is incredibly helpful to our students as they prepare for adulthood. I will be contacting some of you prior to our meetings regarding specific concerns for our students. Please feel free to contact us if you have any concerns or questions. Thank you in advance for your help and support!

Sincerely,

Wendy S. Chalmers & Dirk Metzger
Learning Support Teachers

UNION-SNYDER TRANSITION TEAM

Dear Parent/Guardian:

School to adult life transition is a process of students moving from educational programs to the opportunities of adult life. A "Transition Plan" is the major focus of the Individualized Education Program (IEP) for students beginning no later than age 14. The plan addresses your child's needs after high school about employment, further education or training, living arrangements, and recreation and leisure interests. The process involves parents, the student, educators, representatives from service provider agencies, and other relevant personnel on an individual basis.

The SUN Area Technology Institute would like to refer your child for discussion at a ***Transition Clinic.*** The clinic team is comprised of members from your child's school district and personnel from many of our community agencies and institutions of further education. You and your child are the most important part of the transition planning process.

The purpose of the Transition Clinic is to discuss and provide information to students and parents that will help the student make a better transition from school to adult life. We would like to present information on your child at a clinic on _____The location will be at the **SUN Area Technical Institute**. We would like you to attend the clinic and share your input and concerns. ***Although your attendance is NOT required, it is often beneficial.*** If you are not able to attend, feel free to share any concerns you have that you would like us to discuss.

Please complete the invitation form marking whether you will be in attendance or not and sign that you received notification of the meeting and return.

If you have any questions, please call Wendy Chalmers at (570) 966-1031 ext. 301 or Dirk Metzger at ext. 300. Thank you.

Sincerely,

Wendy Chalmers & Dirk Metzger
Learning Support Teachers

Sample List of Agencies to Include in Transition Clinics

ALWAYS

- Office of Vocational Rehabilitation (Specific Counselor for Specific location)
- CareerLink (Youth Program Counselor)
- Transition Consultant Intermediate Unit
- Program Instructor
- Parent/Guardian/Stakeholder
- Student
- Para-Educator
- LS Teacher

OTHER POSSIBILITIES Depending on Needs

- School Social Worker
- School Related Service Provider (Hard of Hearing, Interpreter, Vision Support, etc.)
- Department of Health
- Medical Assistant office
- Special Kids Network
- Military Rep
- College Support Coordinator
- Job Coaching Agency Rep.

SUN ATI VIP Tour Interest-Inventory

Name: _____ **Date:** _____

School: _____ **Year of Graduation:** _____

Which programs at SUN Area Technical Institute are you interested in learning more about? Please place an X next to the program(s) of interest.

PROGRAM NAME	INTERESTED? (X)
Advanced Precision Machining	
Advertising Art & Design	
Automotive Technology	
Carpentry	
Collision Repair Technology	
Computer Networking and Technology	
Cosmetology	
Criminal Justice	
Culinary Arts	
Dental Health Technology	
Diesel Technology	
Electrical Systems Technology (ELECTRICITY)	
Electronics Technology	
Health Professions	
HVAC & Plumbing	
Masonry	
Welding	
Wood Design & Technology	

What is a Transition Clinic?

Transition clinics are designed to be student-driven and goal-oriented. As students prepare to transition from high-school to adult life, it is important to have a good understanding and plan for all the elements of adult-life. This includes things like employment, insurance, college, financial aid, housing, transportation, training, etc.

The transition clinic is an opportunity for community agency representatives like CareerLink, the Office of Vocational Rehabilitation, and others to help students and their parents develop plans and learn about opportunities that will be available post-high school, in the adult setting.

We will discuss concerns or questions that parents and students have regarding all aspects of transition. These may include things like funding for college or further training, supports in college, obtaining independent living skills, finding employment, transportation needs, health insurance coverage, financial obligations, housing, self-advocacy, living arrangements, medical needs and any other concerns.

Past attendees have been surprised by the wealth of information that the council members have been able to provide to help families help their children transition from school to post-school outcomes. "I had no idea what this meeting would be about. In just 30 minutes I feel that I don't have nearly as many concerns, and now I have lots of ideas to help my son develop a plan for after high school."

For additional information, please refer to the enclosed form or see the following websites:

http://secondarytransition.org

"Two years ago I went to the Youth Transition Conference. I learned about the importance of being a good employee and how to communicate better on the job. Since then, I made the decision to go to work. I connected with the Office of Vocational Rehabilitation and they supported me with job coaching and keeping my job."

- Student who graduated in 2014 -

"Participating in a transition clinic allowed me to speak up about what I want to do after I graduate. Everyone at the table gave me lots of ideas of things to think about and steps that I should take to increase the likelihood of success after I graduate."

- 12th grader after a transition clinic -

"I didn't know what a transition clinic was and I incorrectly thought it was just like an IEP meeting. It is NOT! I was impressed with my daughter's ability to speak up for herself. I was nervous about my daughter's future; how she would adjust to college, what she would do if she ran into obstacles, how I could help her and who else could help her. At the transition clinic, we learned of adult service providers who can help her be successful in reaching her goals, we learned about what questions to ask and how to get services at the college level, and we left with a positive outlook for after her graduation."

- Parent of a student -

UNION-SNYDER TRANSITION COUNCIL

Helping student prepare for their futures.

What We Do

Committed to helping students who have disabilities think about and plan for their future, members of the **Union Snyder Counties Transition Council** collaborate to best address the needs of students who are transition age. Our activities include:

- **Transition Clinics**
  - Individual 30-minute student-centered meetings attended by students, parents/guardians, school district and agency representatives to help brainstorm and help students prepare and plan for their futures.
- **Youth Transition Conference**
  - A day long conference just for youth who are preparing for transition held every other year where students have the opportunity to attend workshops on a variety of subjects including: self-determination, communication skills, preparing for college, budgeting & employer expectations.
  - ***The Dr. Cynthia Schloss Transition Award*** is presented to students who have overcome barriers to plan and prepare for their futures (employment, independent living, further education).

What is Transition?

Transition refers to students planning for the transition from a secondary educational setting to a post-school setting. This may mean:

- Independent Living
- Competitive Employment
- Supported Employment
- College or post-secondary education
- Involvement in the community (volunteering, recreational activities, etc.)

Transition planning begins early so that students are thinking about their futures and so decisions and instruction can occur related to the student's future goals. The movement from the school setting, where supports are in place automatically, and the post-school setting can be difficult.

The Union-Snyder Counties Transition Council seeks to alleviate some of the difficulties by bringing together professionals from both the schools and the adult service providers to help create opportunities for students to connect with supports for their futures.

The Youth Transition Conference is paid for through fundraising activities and donations. Your donation is greatly appreciated and will help ensure that over 230 students are able to benefit from the 2015 conference.

Who We Are

The Union Snyder Counties Transition Council was developed to bring together individuals, agencies, schools, and other stakeholders who have an interest in preparing students who have disabilities for their futures.

The Council meets periodically throughout the year to collaborate. network, and discuss barriers that students may face when preparing to transition from high school to post-school outcomes. They also plan student-focused activities.

Members include representatives from OVR, CareerLink, School Districts, Colleges, County Behavioral Health and Developmental Services, and the CSIU.

We are committed to helping students plan for their futures to have successful post-school outcomes.

Contact Us

CSIU: The Union-Snyder Counties Transition Council

Attn: Misty Harris
90 Lawton Lane, Milton, PA 17847

(555) 523-1155