



## KUTZTOWN AREA SCHOOL DISTRICT

Department of Federal Programs

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*~ Maximize potential, embrace change, create the future ~*

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### Kutztown Area School District Transition Plan

While the district's Chapter 339 K-12 Counseling Program outlines the multiple social, emotional, and academic supports in place to assist students and set them on a pathway to success, the Kutztown Area School District Transition Plan is designed to ensure that all students experience smooth transitions from one educational setting to the next.

#### Incoming Kindergarten Students

- **Coordination with Early Childhood Providers:** The district regularly meets with the Berks County Head Start Program, along with area early childhood providers, regarding our initiatives, curriculum, and instructional programs.
- **Early Intervention** meetings are coordinated between parents and school counselors in February for the purpose of IEP planning.
- **Daytime Tours** of each elementary building are held in March for incoming kindergarten students and their parents.
- An evening **Kindergarten Open House** occurs in April of each year in which parents and incoming students visit classrooms, learn about the curriculum, and visit with teachers.
- **Kindergarten Registration** occurs at the Administration building each May which involves all of our kindergarten teachers, Title I Reading Specialists, Instructional Support Teachers, School Counselors, Nurses, and principals.
  - Prior to registration, parents are asked to complete a survey regarding their children's social skills, communication skills, self-help/motor skills, and academic readiness indicators.
  - With parents' permission, the same form is distributed to preschool/pre-kindergarten programs for additional input.
  - This information is used by the staff to determine how to best meet the needs of all incoming students.
- The district offers a six-week **Summer Program** for incoming kindergarteners (along with other elementary school age students) to work on readiness activities, specifically to work on reading and math skills, at no cost to families.
- **Open House** is held each fall at which time parents meet with their child's teacher to learn about the curriculum and programs.

## Elementary to Middle School

- Fifth grade students visit the middle school for a half day near the end of the school year, typically in May, for **Student Orientation**.
- The middle school principal and middle school counselor meet with parents during an **Evening Parent Program** following the student orientation half day to provide additional information for incoming students' parents.
- **"Camp Cougar"** is held in the week prior to the first day of school for incoming sixth graders to tour the middle school and meet their teachers. Camp Cougar provides transitioning students with a positive first experience in their new building.
- **Open House** is held each fall at which time parents meet with their child's teacher to learn about the curriculum and programs.
- **Elementary and Middle School counselors** meet at least four times a year to coordinate services for students transitioning between buildings.
- **Principals** meet monthly to discuss program issues as well as specific student concerns in the transition years.
- On the last in-service day of each school year, teachers in grades 5/6 and 8/9 participate in **Transition Meetings** to discuss individual student issues and concerns. Teachers of grades 5/6 and 8/9 also meet during the year for transition discussions.

## Middle to High School

- **Course Selection** activities begin in the early Spring of each year in which a high school counselor meets with students during an academic class to review the course selection process.
- Selected high school students visit 8th grade students along with school counselors in the spring of the school year to conduct a **Question and Answer Session** relative to high school life.
- **"Camp Cougar"** is held in the week prior to the first day of school for incoming ninth graders to tour the high school and meet their teachers. Camp Cougar provides transitioning students with a positive first experience in their new buildings.
- **Open House** is held each fall at which time parents meet with their child's teacher to learn about the curriculum and programs.

## High School to Post-secondary or Work

Additionally, the high school has a Career Pathways program which includes pathway-specific course recommendations, job-shadowing, internships, visits to the Berks Career and Technical Center, and opportunities for dual enrollment to provide for transitions from high school to either the work world or post-secondary education. We offer multiple opportunities for students to participate in community based activities/field trips related to post secondary education and training. We hold two evening presentations throughout the year, one geared toward post secondary education and training and one toward employment.

## Students with Special Needs

For students with special needs who approach the transition from middle to high school, the Transition Coordinator is invited to all IEP meetings to be part of the transition section of the IEP. A student/parent orientation/visitation to the high school is scheduled prior to school starting. We employ a collaborative approach to scheduling courses for students as they transition from middle school to high school. The Transition Coordinator shares updates from the Berks County Transition Coordinators meetings to staff to ensure compliance with Indicator 13 requirements.

From high school to post-secondary within special education, students receive instruction in topics related to disability awareness, self advocacy, employment readiness, and post secondary education and training and independent living. The Transition Coordinator is invited to all IEP meetings to be part of the transition section of the IEP.

### **Students New to District (Mid-Year Enrollments)**

Students who are new to the district are provided with building tours and introductions to classroom teachers. These activities are coordinated through the school counselor in conjunction with the building principal. Additionally, records from previous districts are received and reviewed by counselors and principals.

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