

ACTION PLAN

Date: _____ May 1, 2008 _____

Group: _____ Transition Committee _____

| | | | | |
|---|--|---|--|--|
| Activity Description | Lunch groups for kids moving from Flo Ro. | Joint PTA meetings | Buddies in September <i>This will be teachers prerogative</i> | Pen Pal <i>Opportunity for teachers</i> |
| Person Responsible | Guidance | Lisa O'Neill Nancy Keegan | Teachers | Teachers |
| When Will Activity to Take Place? | Now till June <i>Will happen in Fall</i> | By end of year (1 st tentatively scheduled for May 1 st) <i>Others TBD</i> | | May/June and Summer |
| Where Will Activity Be Held? | Guidance | Flo Ro | During school day | |
| How to Communicate Activity to Audience | Letters to parents to invite | Via phone | | |

ACTION PLAN

Date: _____ May 1, 2008 _____

Group: ____ Transition Committee _____

| | | | | |
|---|--|--|---|--|
| Activity Description | Ice Cream Socials | Intramural Teams between Flo Ro – SU: Computer activity Arts & crafts Outdoor <i>Not at this time</i> | Parent and Child walk through and talk with Principals | Send Off ceremony <i>Yes 2:15 – 3:00pm date TBD by school</i> |
| Person Responsible | PTA's | | PTA and Parent Volunteers | FR/Prescott PTA and Staff |
| When Will Activity to Take Place? | Friday night in June <i>SU – Yes but TBD FR – Yes but TBD</i> | | <i>Yes, it's available by appointment from new school</i> | June |
| Where Will Activity Be Held? | At target school | | Schools | Flo Ro |
| How to Communicate Activity to Audience | Students Flyers home | | Parents Walk thru (evening) (day) | Students (75) Flyer home |

ACTION PLAN

Date: _____ May 1, 2008 _____

Group: _____ Transition Committee _____

| | | | | |
|---|---|-----------------------|-------------------------------|--|
| Activity Description | Mentor new families | <i>"Move Up" Day</i> | <i>Field Day</i> | <i>Other activities planned: District Newsletter in June Flo Ro Newsletter in June</i> |
| Person Responsible | Welcoming committee <i>This is hosted by PTA</i> | | <i>Gym Teachers</i> | |
| When Will Activity to Take Place? | Parent orientation | <i>June 10</i> | <i>Newsletters have dates</i> | |
| Where Will Activity Be Held? | At each school | <i>Target Schools</i> | <i>Fields</i> | |
| How to Communicate Activity to Audience | Phone calls | | | |

ACTION PLAN

Transition Activities for Special Education Students Moving to Florence Roche and Swallow Union

1. Tours:

Students will have a special tour of their new school before the general visits of all new students scheduled for June 10th. Students will visit their new school with their special education teacher, tour the building and meet their new special education teachers and specialists.

Parents of special education students who will be transitioning to a new school will receive information about the date and time of the visit and transportation arrangements.

2. Meeting for Parents:

The Principal and Team Chair of the new school will host a general information meeting and opportunity to meet special education staff. Parents of new special education students will be personally notified of the dates and time of the meetings.

3. Transition Meetings:

Parents of transitioning special education students who have not had a recent Team meeting will have the opportunity to participate in individual transition meetings. Team Chairs will contact parents regarding transition meetings.

4. Information Sharing:

Specific information regarding student's services and unique educational needs will be prepared for each transitioning student and placed in the front of the student's folder to be available for the new teacher.