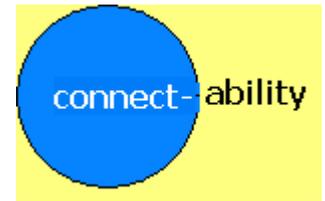


Objective: School to Work Transition Workgroup

Meeting Date: February 14, 2008

Meeting Place: Department of Public Safety, Middletown

Attendees: Patricia Anderson, Nora Bishop, Lila Coddington, Patti Clay,
Khampasong Khantivong, Arlene Lugo, Margarita Torres



Action Items

| Item | Action | Responsibility | Due Date | Status |
|------|--|-----------------------------|-------------------|-------------|
| 1. | Survey to Special Education Directors | Pat Anderson | June 30, 2008 | In progress |
| 2. | Survey to CRPs | Patti Clay/Noreen Shugrue | June 30, 2008 | In progress |
| 3. | Employer roundtable discussion | Patti Clay/Margarita Torres | June 30, 2008 | Exploratory |
| 4. | Connect with young adult groups and schedule visits with workgroup members | All workgroup members | March 13, 2008 | In progress |
| 5. | Request youth blog press release from Stakeholder Education workgroup | Patti Clay | February 29, 2008 | |
| 6. | New web site content | See below* | March 13, 2008 | In progress |
| 7. | Contract with Partners for Youth with Disabilities approval | Patti Clay | March 30, 2008 | In progress |
| 8. | Engage Youth Leadership Forum in Youth Participation activities | Patti Clay | March 13, 2008 | Exploratory |
| 9. | | | | |

Agenda Item: Baseline Data Subgroup

- Draft of survey to Special Education Directors shared with workgroup by Pat Anderson.
- Will be disseminated by SDE/BSE blog.
 - Anticipated date is the March 2008 blog.
 - Will not be optional. All schools must respond and Pat Anderson will follow-up with each school.
- Nora Bishop, Patti and Pat will work on the definitions of employment preparation activities.
 - A cover sheet will be included with definitions, demographics and a comment section.
- Will be turned into a "best practices" for schools.
- A survey for CRPs will be developed by Patti Clay and Noreen Shugrue.
- A roundtable discussion with employers will be explored with the Employer workgroup.
 - Begin by talking to Start on Success employers to develop best practices.
 - Also explore talking with Connect-Ability Top Employers.
 - Develop best practices

Agenda Item: Web-site Subgroup

- Youth Blog page is ready to be posted after soft launch to Steering Committee.
 - Patti will monitor Blog and questions posed to blog will be disbursed to students and their answers will be reviewed before posting.
 - Sustainability of youth to be part of this page is expected to be developed through future years of the Youth Leadership Form and interest generated through youth presenting questions to the blog.
 - Every attempt will be made to keep responses to youth/young adults' questions understandable for the widest group possible.
- Marketing: want to target youth at youth fairs, libraries, etc.
 - Will be added to work plan
 - Will talk to young adults about what will encourage them to look at the web site.
 - Will request a press release from Stakeholder Education workgroup to include in SDE/BSE blog.
- Reviewed links and content additions from suggestions by youth advisory group. Assignments were made: *
 - NGA web site link with a paragraph description Nora Bishop

| | | | |
|---|---|-----------------------|--|
| ▪ | Is a degree enough? | Descriptive paragraph | Pat Anderson |
| ▪ | Is a diploma enough? | Descriptive paragraph | Lila Coddington |
| ▪ | Scholarship Information | HEATH, paragraph | Arlene Lugo/Kim Khantivong |
| ▪ | Internship Information | Descriptive paragraph | Kim Khantivong |
| ▪ | Information for youth to be a part of their own IEP | | Pat Anderson/Patti Clay/Carlos Colon/Carol Stocks-Prandy |
| | DCDT Fact Sheet | | Pat Anderson/Karen Stigliano |
| ▪ | Building a Bridge | new content | Patti Clay/Joyce Armstrong |
| ▪ | Benefits Information | new content | Patti Clay |
| ▪ | Follow-up with Library Association | | |

Agenda Item: Youth Participation Subgroup

- Contract for mentoring project with Partners for Youth with Disabilities has been approved and sole source vendor by the Office of Policy and Management and currently at the Attorney General's office for approval.
- Timeline approved based upon contract approval by March 30, 2008.
- Discussion at next workgroup meeting March 13, 2008:
 - Who are the mentoring programs we want to target for RFP?
 - What is the message we want to convey in RFP?
- Again, workgroup members need to contact young adult groups to schedule a visit by workgroup members.
 - Lila will connect with youth from CSCU
 - Patti will contact YLF, KASA, and FAVOR
 - Other workgroup members will contact youth groups
- Patti will contact Kathleen Kabara, YLF board chair, about circulating a questionnaire through YLF newsletter/listserv.
- Patti will contact Heidi Forrest, YLF program committee chair, to engage delegates in ongoing activities. How would they want to be supported?