

## STEP FACT SHEET - FY23

### **Program Description:**

STEP (Secondary Transition Experience Program) is a work experience program that helps students with disabilities prepare to transition to employment and community participation during and after high school.

Students learn to become productive, self-sufficient adults through a variety of STEP Experiences. These experiences include:

- Developing desirable work habits and realistic career goals
- Opportunities for students to explore careers
- Work experiences through on the job placement
- Encouraging students to develop the social and personal skills needed to maintain successful employment

### **Pre-Employment Transition Services (PTS)**

- These are provided by the high schools.
  - ★ Job Exploration Counseling
  - ★ Work Based Learning Experiences
  - ★ Counseling on Post Secondary Education
  - ★ Workplace Readiness Training
  - ★ Instruction in Self-Advocacy

<b>School Responsibility</b>	<b>Transition Specialist Responsibility</b>
★ Inform Parents about STEP and DRS Services and rights/responsibilities in transition planning	★ Support teachers through the STEP process and stay up to date on information regarding STEP and DRS
★ Provide social security number, consent for services, most recent IEP, existing medical, most recent psych, record reviews, social history and any other relevant reports.	★ Receive referrals, schedule interviews with students/parents, follow DHS/DRS guidelines to certify for services (if criteria is met)
★ Provide all students with disabilities the opportunity to work, with or without supports, in competitive jobs in the community prior to school exit.	★ Gather information as part of the IEP team to help determine skills interests and abilities as well as level and type of support needed during transition
★ Submit worksite approvals/agreements for all experiences, submit monthly wage and hours, provide copies of quarterly evaluations, invite TS to IEP's and provide any new reports.	★ Provide high schools with a budget determined by the number of referrals and outcomes. (Outcomes= 240 hours/60 days of paid community employment, minimum wage or above)
★ A minimum of 10 hours of work experience for each student per calendar week approved by TS that earns credit towards graduation requirements.	★ Assist in the process and transition of services to adult services as determined by the IEP team, including the family and student