

Middle School Transition Process	Documents and Resources
<p><b>Schedule the Meeting</b></p>	<p><b>Secure date, time, attendees, and space:</b></p> <ul style="list-style-type: none"> <li>● Receiving School</li> <li>● GT RTs, Teacher(s), SELC/Mental Health Support, SPED</li> </ul>
<p><b>Confirm Meeting and Solicit Input from Family</b></p>	<p><b>Relevant Documents:</b></p> <ul style="list-style-type: none"> <li>● <a href="#">Sample Email Text</a></li> <li>● <a href="#">Blank Student Resume Template</a> - MAKE A COPY</li> <li>● Create Pre-Meeting Survey and link in email - find questions <a href="#">here</a> <ul style="list-style-type: none"> <li>○ Parents fill out</li> <li>○ Student fills out (may be with adult support)</li> </ul> </li> </ul>
<p><b>Confirm Meeting and Solicit Input from Educators</b></p>	<p><b>Relevant Documents:</b></p> <ul style="list-style-type: none"> <li>● Sample Email Text</li> <li>● <a href="#">Blank MS Readiness Indicators Form</a> - MAKE A COPY</li> <li>● Create Pre-Meeting Survey and link in email- find questions <a href="#">here</a></li> </ul>
<p><b>Meeting Process and Protocol</b></p>	<p><b>Preparation and Agenda:</b></p> <ul style="list-style-type: none"> <li>● <a href="#">Example of Agenda/Protocol</a></li> </ul>
<p><b>Post Meeting Follow-Up</b></p>	<p><b>Relevant Documents:</b></p> <ul style="list-style-type: none"> <li>● Sample Email Text for Family and Student with Post-Meeting Survey Link</li> <li>● Sample Email Text for Teacher Post-Meeting Survey Link</li> </ul>