



## Completing the Summary of Performance for Students with Disabilities

The Summary of Performance (SOP) is a personalized resource for students as they prepare to leave school. The purpose of the SOP is to provide students with a summary of their academic achievement and functional performance, which must include recommendations for meeting their postsecondary goals in three essential areas—education/training, employment, and independent living. The SOP condenses and organizes key information from the IEP to assist the student in self-advocacy in education and employment.

The IEP case carrier should collaborate with the student, teachers, and service providers to complete the SOP. The SOP should reflect the student's strengths, needs, and goals, as well as the recommendations made by the school to assist the student in realizing their goals. Additionally, the SOP can serve as a guide for future interagency collaboration that can promote the student's growth as they continue to pursue their education/training, seek employment, and develop skills for independent living.

The SOP must be completed during the final semester/term prior to a student graduating or reaching the maximum age of eligibility. **Students should complete Sections 1, 2, and 3 with case carrier and teacher assistance**, as needed. Teachers should complete Sections 4 and 5, considering the student's goals and the settings in which they will participate after graduation.

### **SECTION I. STUDENT INFORMATION**

- Encourage the student to enter information in as many fields as possible in this section.

### **SECTION II. POSTSECONDARY GOALS from ITP**

- Review the active IEP in Welligent and enter the postsecondary goals from each of the three areas in the ITP (Education/Training, Employment, and Independent Living).
- Consult the student to confirm whether the goals are still accurate and apply appropriate changes as needed in this section.
- Consider the student's home address when completing the *Community Agency Contacts and Supports for Postsecondary Goals* table in this section. The DOTS Transition Teacher is a resource for completing this information.
  - Some examples are Regional Center, Department of Vocational Rehabilitation, WorkSource Centers, etc.)

### **SECTION III. STUDENT PERSPECTIVE**

- Empower the student to practice their skills in self-advocacy by documenting their own input on important experiences, learning needs, and the impact of their eligibility in this section.
- The case carriers can accommodate completion of this section by transcribing student responses if needed.
- Note any areas where the student is not impacted by entering *N/A*.



**SECTION IV. SCHOOL PERSPECTIVE ON IMPACT OF DISABILITY**

- Provide a concise description of how the student's eligibility affects them in each area.
- Descriptions in this section should correlate to specific skills (e.g. Math: difficulty recalling multi-step solutions, or difficulty recalling information presented orally, in writing, in a previous lesson, etc.).
- Note any areas where the student is not impacted by entering *N/A*.
- Complete recommendations based upon current course of study.

**SECTION V. RECOMMENDATIONS TO ASSIST STUDENT IN POSTSECONDARY GOALS**

- Enter recommendations that can support the student in realizing their postsecondary goals in the three areas (Education/Training, Employment, and Independent Living).
- Recommend activities such as the type of school where a student can enroll, the type of work experience a student can seek to obtain, and how the student can prepare for independent living.
- The case carrier should advise the student and their parent(s), as appropriate, that these recommendations are not legally binding nor necessarily exhaustive.



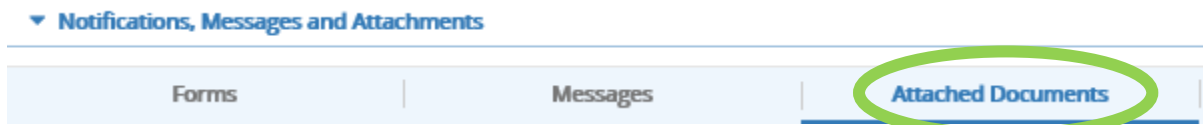
**Instructions for Uploading the Completed SOP into the Welligent IEP Management System**

Following completion of the FINAL IEP, open the final IEP in Welligent:

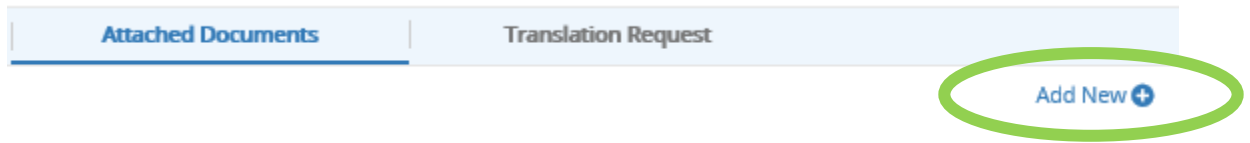
1. Click “Management”



2. Click “Attached Documents”



3. Click “Add New +”



4. Click “Browse” and locate the completed SOP file on your computer

5. In the “Brief Description” box, type “SOP”

6. Click “Upload” in the upper right of the screen

