



2024 - 2025
West Mifflin Area School District
Transition Plan

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Kindergarten Transition

Objective: To create an elementary transition plan for students to learn, discuss, and utilize skills while promoting family engagement to acclimate to the academic, social, emotional, and structural demands of Homeville and Clara Barton Elementary.

Goal #1 – To create a Kindergarten Transition plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be successful at Homeville and Clara Barton Elementary.

- Strategy 1 – To implement orientation and transition activities for incoming Kindergarten students.
 - Action 1 – Publish Transition Information for parent distribution.
 - This will include Kindergarten Registration, Transition Night, Readiness Testing, Kindergarten Orientation, and Little Titan Kinder Camp. (January-February)
 - Action 2 – Transition Night
 - Parents AND students should attend the event to acclimate to the school environment by exploring the building through a series of events which include interactive activities such as a school scavenger hunt and a welcome book. This event will include teachers, speech and occupational therapy services, and PTA volunteers. (End of April)
 - Action 3 – Readiness Testing
 - Students will be evaluated with a customized assessment to show students' strengths and deficiencies based on data. Resources will be shared and explained to families to foster the development of critical ready to learn skills. It is recommended for each student to bring a photograph to be included in a new student profile. (End of May)
 - Action 4 – Little Titan Kinder Camp
 - A summer program to holistically approach the needs of our incoming students (academic, social-emotional, etc.) at both Homeville and Clara Barton. This experience fosters social-emotional needs as well as establishes rules and routines in a small group setting. (June/July)
 - Action 5 – Parent Workshop
 - This event is parent-centered (preferred adult only). Information will be given concerning the day-to-day organization and routines of the school, necessary supplies, bussing information, cafeteria information, etc. Parents will also receive their child's laptop/learning device. A brief

tutorial of how to use it will also be given. In addition, parents will be encouraged to immediately download all necessary district apps. District Technology coordinators will be in attendance. (First day of Little Titan Kinder Camp)

- Action 6 - Kindergarten Orientation
 - This event will take place on the morning of the second teacher in-service day. Families and students will ride the bus to and from Orientation. Students will be welcomed by their teachers for a Storytime experience or other classroom activities. Orientation will conclude with a snack in the cafeteria. (End of August)
- Action 7 - Transition Day for additional services provided.
 - Conduct a meet and greet with support personnel. Parents will have the option to sign up for their own individualized meeting with support personnel for additional information. (End of August)
- Action 8 - District meeting with local childcare providers
 - The meeting will include building principals, kindergarten teachers, pupil services coordinator and local childcare personnel. (February)

Fourth-Grade Transition

Objective: To create a fourth-grade transition plan for students to learn, discuss, and utilize skills while assisting them to get acclimated to the academic, social, and structural demands of the junior middle school.

Goal #1 - To create a fourth-grade transition academic plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be successful at West Mifflin Area Middle School.

- Strategy 1 – Acclimate the students to what a school day may consist of.
 - Action 1 – Students attend each block period to be introduced to the academic requirements/curriculum. (Late May)
 - Action 2 – Introduction to interventions and enrichments programs (MTSS) that are utilized in junior middle school. (Late May)
 - Action 3 – Teachers will have access to previous year student performance data to accurately place students. (Late May)

- Action 4 – Resources to be utilized by the students such as sensory room, autistic room, and life skills room. (Late May)
- Action 5 – Preview of the six special classes in junior middle school. (Late May)

Goal #2 - To create a fourth-grade transition social/emotional plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be successful at West Mifflin Area Middle School.

- Strategy 1 – Ensure all students’ well-being needs are met. (Late May)
 - Action 1 – Students are transported by district bussing to engage in the transition activities such as:
 - Action 2 - Students socialize with each other over breakfast.
 - Action 3 -Gather for an assembly for introduction of school administration and teachers and what their daily schedule will look like.
 - Action 4 -Transition to homerooms for procedural directions
 - Action 5 -Daily grind/student workers
 - Action 6 - String bags/tangible advertising
 - Action 7 -New activities - Haunted Hallways, trunk or treat, Valentine's activities.
- Strategy 2 – Introduction to PBIS (Late May)
 - Action 1 – Super Star-Respectful, Responsible, Ready to learn.
 - Action 2 – Lessons taught on appropriate behavior in all areas of the building. (Classroom, auditorium, gymnasium, cafeteria, bathrooms, hallways)
 - Action 3 – Student of the month assemblies are held monthly to recognize student achievement and academic success.
 - Action 4 – Introduction to school store procedures.
 - Action 5 – Super Star ticket redemption at school store for positive behaviors.

Goal #3 - To create a fourth-grade transition parent/community involvement plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be successful at West Mifflin Area Middle School.

- Strategy 1 – Orientation day to introduce parents and community members to review the following procedures relating to each student: (Late May)
 - Action 1 -PowerSchool usage/conference scheduling/forms
 - Action 2 -Attendance procedures
 - Action 3 -School breakfast/lunch
 - Action 4- Representatives from different departments speak to parents (cafeteria, IT, PTA etc.)
 - Action 5 -Parent raffle

Sixth-Grade Transition

Objective: To create a sixth-grade transition plan for students to learn, discuss, and utilize skills while assisting them to get acclimated to the academic, social, and structural demands of the middle school.

Goal #1- To create a sixth-grade transition plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be academically successful at West Mifflin Area High School.

- Strategy 1 – Possible transition day during PSSA days (fifth grade to sixth grade)
 - Action 1 – Provide students with next year's schedule (May)
 - Action 2 – Have students follow next year's schedule (May)
 - Action 3 – Teachers will introduce next year's classes (May)
 - Action 4 – Town hall meeting with parents to discuss handbook and academics (May)
 - Action 5 – Activities and extracurricular opportunities that are available (May)

Ninth-Grade Transition

Objective: To create a 9th grade transition plan for students to learn, discuss, and utilize skills while assisting them to get acclimated to the academic, social, and structural demands of the high school in a routine annual schedule. This plan will include 8th Grade students at West Mifflin Area Middle School and Duquesne City School District, as well as interested students from St. Therese Catholic School, Walnut Grove Christian School, Propel Homestead K-8, and other private/charter schools in the area.

Goal #1- To create a Ninth Grade Transition plan that will ensure all incoming students have the necessary knowledge, skills, and resources to be academically successful at West Mifflin Area High School.

- Strategy 1: Familiarize 8th Grade students with classes available at West Mifflin Area High School
 - Action 1- Elective Step-Up Day (Jan.- Remote Day for HS during Keystones)
 - Students will spend a day going through "mini lessons" that will introduce 8th Grade students to elective options in our high school.
 - Action 2 – West Mifflin Area High School Resource Fair (Feb.)
 - We will host a Resource Fair which offers job opportunities, highlights businesses in our communities, highlights career-ready curriculum, and more from our schools, regional resources, and local organizations.
 - Action 3 – Freshmen Orientation (Aug.)
 - Students and parents review the code of conduct, opportunities for extra-curricular activities, expectations, and get to tour the building one last time before the school year.
 - Action 4- Resources and services available for students who are not succeeding at the start of 9th Grade. (Aug-June)
 - Students struggling with grades early in the school year will be identified and addressed via Homeroom, the Activity/Resource period, and/or Tutoring Program. This can benefit new students entering the district in Grades 10-12 as well.
 - Action 5- SAP Overview (Aug.-Sept.)
 - There will be a review of all incoming 9th Graders who were in the Student Assistance Program the previous school year during the first SAP Meeting among high school staff. This will highlight students to refer immediately and/or assess periodically for a continuation of services.

- Strategy 2: Inform, assess, and recommend students to individualize their own academic experience.
 - Action 1 – Create a Transition link on the School District's website for all "Transition Grades" to virtually personalize the experience.
 - This link will highlight course catalogs and course descriptions to students and parents.
 - Action 2 – Placement Testing (January-February)
 - High School Departments will be responsible for creating placement tests that will be administered at the Middle School before next year's scheduling process begins. Online Version.
 - Action 3 – Naviance-directed class recommendations.
 - Naviance will be utilized to inform and direct students in selecting applicable classes that align with their career interests. West Mifflin Area School District students use Naviance in their Careers class in 8th Grade, as well as in 9th Grade.
 - Action 4 – Scheduling sessions with students (small group/1 on 1, Feb.-March)
 - All three High School Counselors and the 8th Grade Counselor will advertise their availability to schedule sessions with Middle Schoolers to introduce the scheduling process, explain deadlines, and inform students based on their questions.
 - Action 5 – High School Departmental Presentations (Virtual/Video)
 - Each department at the High School will be responsible for making videos that introduce the content, activities, and benefits of their content area. The videos will be uploaded to Schoology for incoming 8th Grade students, as well as new students (10-12) to the district, as well as their parents to watch. This can benefit new students entering the district in Grades 10-12 as well.

Goal #2 – To create a Ninth Grade Transition plan that will ensure all incoming students have the necessary social and emotional knowledge, skills, and resources to be actively engaged at West Mifflin Area High School.

- Strategy 1 – Create a Program to introduce and inform Middle School students of expected behavior, school events, information access, and extracurricular activities available at the High School
 - Action 1 – Students will complete Introductory PBIS Lessons that focus on behavior.

- PBIS Teams at the High School and Middle School will collaborate on lessons that show similarities and differences of expected behavior between the schools. Lessons will be uploaded to the Transition Link and Schoology.
 - Action 2 – Students will visit a club & sports fair (May-June, & Aug.-Sept.)
 - Students will have the opportunity to visit a fair highlighting all clubs and extracurricular activities available to them the following year. Videos of the fair and presentations will be shared on Schoology and the Transition Link. Students can spend their first couple Activity/Resource Periods participating in this.
 - Action 3 - Clubs will visit the Middle School to speak to grades 4-8 on expectations in their following year, including 8th Graders transitioning to High School. (Feb)
 - The JROTC, Save Promise, Drama, and SADD Clubs will visit the middle school to conduct an assembly that includes topics of respect, accountability, and resources available to students seeking help (Feb.).
 - Action 4 – Parent Outreach Program/FAQ & Flowchart
 - The high school will develop helpful/informative documents that will be uploaded to the Transition Link on the School District's website and/or sent home. Documents will be based on communication, job responsibilities, useful forms, and FAQs. This can benefit new students entering the district in Grades 10-12 as well.
- Strategy 2 – Create Mentoring Programs that will guide Under Classmen to be socially responsible.
 - Action 1 – Beginning in 9th Grade, each staff member in the High School will be assigned 3-5 students with whom they will regularly check-in/meet.
 - Students can visit their mentors in times of need outside of regularly scheduled meetings. Each year, new 9th Grade Students will be added to the teachers’ mentor rosters, as they keep the mentoring groups from previous years.
 - Action 2- Student mentors will be pulled from the Titan Leaders in the Community (TLC) and ROTC.
 - Mentors will complete training and require three staff recommendations to participate in this program.
 - Action 3 – All 11th Grade Mentors will visit 9th Grade Mentor Groups during the activity/resource periods.

- Mentors will implement lessons that promote social, emotional, and behavioral growth. Mentor meetings will rotate between social/fun activities, and lessons that focus on PBIS, Clubs, PowerSchool (tutoring referrals to NHS), Schoology, Career Evidence Review in Naviance, Class Schedules, and select mental/emotional/social health topics.
 - Action 5 – Mentors will follow their Freshmen Group into the next school year, continuing to guide underclassmen, while recruiting students to be the next team of mentors.
 - Senior Mentors and their Sophomore groups will share a lunch, complete Naviance lessons during Activity/Resource Periods, and help plan/attend 1-2 field trips with their same group from the previous school year.

Goal #3 – To create a Ninth Grade Transition plan that will ensure all incoming students have the necessary career-readiness knowledge, skills, and resources to develop individualized post-secondary academic/career plans.

- Strategy 1 – Students will create an Academic/Career Plan to shape over the course of their High School Career
 - Action 1 – Steel Center Tour for 9th Graders (Jan.)
 - The 9th Grade Tour of Steel Center will focus on opportunities and demonstrations within each program offered at the technical school. This opens options for 9th Graders moving forward throughout high school, while holding them accountable academically, attendance-wise, and behaviorally if they want to be considered for admission.
 - Action 2 – Students will begin preparing for potential academic/career plans by obtaining money through scholarship programs.
 - The District will sign up and enroll students in with Raise Me in 8th Grade, among other similar scholarship programs that underclassmen can participate in.
 - Action 3 - Scheduling presentations to 8th Graders (Feb)
 - Transition Counselor will visit 8th grade classrooms to highlight the opportunities, procedures, and processes of scheduling for 9th Grade.
 - Action 4- Scheduling information will be shared with parents (Feb.)
 - The Guidance Department will send letters, instructions, and course selection sheets home to inform parents of the upcoming scheduling processes and deadlines.
 - Action 5 – Scheduling sessions with students (small group/1 on 1) (Feb.-March)

- Follow-up Scheduling Sessions will take place after students have chosen their classes on PowerSchool for the following year to ensure students are on the correct/desired academic path.
 - Action 6 – West Mifflin Area High School Resource Fair (Feb.)
 - We will have local members of the community from an array of workforce backgrounds demonstrating and informing students on their career and opportunities. The transition coordinator will collaborate with the School to Work Program.
 - Action 7- Informative Parent Meetings (Feb.-March)
 - The Guidance Dept. will offer informative meetings on scheduling, Steel Center, CHS classes, and future planning throughout the scheduling process. These will be in-person and virtual, during evening hours.
 - Action 8 – Mentoring Program Sessions (Feb.-March)
 - Mentors will be responsible for assisting students in exploring their academic/career readiness paths for the next two years. Students will utilize Naviance, library resources, and specific academic/career websites to learn more. Mentors will inform them on the Junior Seminar class as well as Senior Project.
- Strategy 2 – Students will meet Career Standards
 - Action 1 – Transition Counselor visiting 8th Grade Careers Classes
 - The transition counselor visits the Career Classes in 8th Grade to provide introductory information about the High School and answer initial questions on courses, activities, expectations, and opportunities.
 - Action 2– Work Permits (All 9th Grade Apply), Resume, Interview Lesson (March)
 - Hold Career-Readiness Prep Sessions where students will finalize a resume from their Careers class, apply for a work permit, and engage in mock interviews or demonstrations.

Goal #4 – To create a Ninth Grade Transition plan that will ensure all incoming students enrolled in Special Education and/or have 504 accommodations have the necessary knowledge, skills, and resources to be academically, socially, and career-ready successful at West Mifflin Area High School (in addition to the overall 9th Grade Transition Plan's first 3 Goals).

- Strategy 1 – Familiarize students with IEPs and 504 Plans with staff between 8th and 9th Grade, ensuring an efficient transition academically, socially, and for career-readiness.
 - Action 1 – Communicate IEPs and 504s (Aug.-June)

- The transition coordinator and projected case managers for the following year will attend all IEP and 504 meetings at the 8th and 9th grade level.
- Action 2 – Life Skills transition events (April-May)
 - The HS Life Skills classroom will host two school day activities with the incoming 8th grade Life Skills students and one evening meet-and-greet/tour for students and parents.
- Action 3 – Student-led transition (May)
 - 9th Grade students in Special Education (chosen and with parent permission) and Case Managers will host step-up day activities for incoming 8th Grade students in Special Education.
- Action 4 – 504 Plan updates (February-April)
 - Counselors will send out letters home recommending updated diagnoses, gather teacher feedback on current 504s of their students, and offer meetings to parents/guardians with current staff to update 504s for the following year. This process will allow the most applicable and current accommodations to be provided based on student needs, with potential updates available each year.
- Action 5 – Meet-and-Greet (Aug.)
 - High School Special Education Staff will hold an evening Meet-and-Greet for incoming parents and students just prior to the start of the school year for a short tour and Q&A Session. Invitations will be mailed home at the end of the ESY program.
- Action 6 – Personal tours (Aug.)
 - Students/parents will be invited to reserve a spot for a one-on-one 20-minute tour during the beginning of the year in-service days.
- Action 7 – Teacher collaboration time (May)
 - During a full day prior to step up day, 9th grade teachers and case managers will meet with 8th grade teachers and case managers for a brief overview of each incoming student with special needs.
- Action 8 – Ensure correct placement of students with IEPs and 504s in classes.
 - After Action 7, 9th grade case managers will create a written schedule with correct pull-out/inclusion/regular education scheduling suggestions to be given to guidance to ensure the best possible scheduling for step up day.

Titan Cyber Transition

Goal #1 – Ensure that all incoming K-12 students/families fully understand how to access and understand all technology resources associated with our cyber program.

- Strategy 1 – Explain all components of Titan Cyber Academy K-12 cyber technology.
 - Action 1 – Brochure or Handout listing all resources and how to access and employ.
 - The brochure pertains to K-3, 4-6, 7-8, and 9-12.
 - Action 2 – Meeting (Virtual/In-person) to walk-through resources
 - Action 3 – Website video demonstrating all technology resources.
 - Video designed for K-3, 4-6, 7-8, and 9-12.

Goal #2 – Ensure that all incoming K-12 students/families understand the differences between online learning and traditional in-person learning.

- Strategy 1 – Demonstrate unique aspects of online learning.
 - Action 1 – Student/Family testimonial videos of the ins and outs of online learning
 - Action 2 – FAQ's page (online and print) for common questions that arise for the new student/family
 - Action 3 – List of Common Mistakes that the online learner makes (online and print)

Contact Information

District Administration

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Clara Barton Elementary

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West Mifflin Area Middle School

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Titan Cyber Academy (TCA)

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