|  |  |  |
| --- | --- | --- |
|  |  |  |

**STUDENT NAME** **ID**

|  |
| --- |
|       |

**DATE**

**Those present at meeting:**

|  |
| --- |
|       |

VRS Staff

|  |
| --- |
|       |

Primary School Staff

|  |
| --- |
|       |

School Counselor

|  |
| --- |
|       |

Others

Student has: [ ]  IEP [ ]  504 plan [ ]  Other documentation

**REVIEW OF MY LIFE PLAN/NAVIANCE AND SCHOOL RECORDS**

What pertinent My Life Plan activities has the student completed?

|  |
| --- |
|       |

Which career inventories and other assessment results for the student are available in Naviance?

|  |
| --- |
|       |

Has the student taken a work-based learning course? [ ] YES [ ] NO

If yes: get specific information from the work coordinator

Is the student on track for graduation? [ ] YES [ ] NO

If the student has an IEP: Which Pre-ETS items is the school supporting?

|  |
| --- |
|       |

Other discussion/needs related to what the school has provided:

|  |
| --- |
|       |

**JOB EXPLORATION**

What is your career goal?

|  |
| --- |
|       |

How have you explored your interests, strengths and personal identities and how these match with jobs?

|  |
| --- |
|       |

Career interest inventory(s) completed? [ ] YES [ ] NO

Supports needed to explore careers:

|  |
| --- |
|       |

**POSTSECONDARY EDUCATION/TRAINING PLANNING**

Are you interested in attending training or college after HS?

|  |
| --- |
|       |

What options do you know about or are interested in for gaining skills after HS?

|  |
| --- |
|       |

Supports needed for postsecondary education/training planning:

|  |
| --- |
|       |

**WORKPLACE READINESS SKILLS**

Do you have:

[ ] Resume [ ] Job application skills [ ] Job interview skills [ ] Skills for finding a job

[ ]  Driver’s license (discuss transportation needs):

|  |
| --- |
|       |

[ ]  Do you have a bank account? (discuss money management needs):

|  |
| --- |
|       |

[ ]  Are you comfortable interacting with others? (discuss interpersonal needs):

|  |
| --- |
|       |

[ ]  What are your future living goals? (discuss independent living needs):

|  |
| --- |
|       |

Other supports needed for workplace readiness skills:

|  |
| --- |
|       |

**SELF-ADVOCACY SKILLS**

How comfortable are you with asking for what you need at school and/or at work?

|  |
| --- |
|       |

Supports needed for self-advocacy:

|  |
| --- |
|       |

**Work-Based Learning Needs**

Have you had a paid job? [ ] YES [ ] NO

If yes, describe:

|  |
| --- |
|       |

Do you need help with gaining work experience? [ ] YES [ ] NO

Would you benefit from job shadow(s)/informational interview(s)? [ ] YES [ ] NO

Supports needed related to work-based learning experiences:

|  |
| --- |
|       |

**OTHER SUPPORT NEEDED/ADDITIONAL NOTES**

**NEXT STEPS**

1. Which Pre-ETS services will be provided by VRS:

[ ] Job exploration counseling

[ ] Postsecondary education counseling

[ ] Workplace readiness training

[ ] Instruction in self-advocacy

[ ] Work-based learning

1. Who will provide Pre-ETS services:

[ ] VRS

[ ] Community provider:

(VRS will make referral and communicate that with team)

1. What will the school be providing (continue providing) related to college and career readiness?

|  |
| --- |
|       |

1. How will the team communicate updates and how often?

|  |
| --- |
|       |

1. Who wasn’t here but should be updated?

|  |
| --- |
|       |

1. Follow-up meeting date:

|  |
| --- |
|       |