

# IGNITE



**PALO ALTO**  
UNIFIED SCHOOL DISTRICT

# IGNITE

Why IGNITE?

The IGNITE programs were developed to help students in special education gain skills in the area of independence, self-determination and employment in a supportive environment



# IGNITE

## IGNITE STAFF

Samantha Gutierrez – Budget Secretary

Latisha Dorsey – Gunn Transition Specialist

Merna Khoury – Paly Transition Specialist

Christine Gonzales – Employment Specialist

Arshdeep Shinh – VA Teacher

Rich Fujii – Transition Services Supervisor



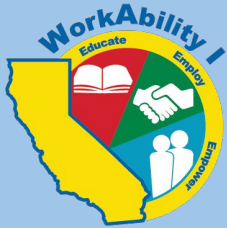
# IGNITE

## AGENDA:

- Grants That Support IGNITE
- ITP Workshops / Vocational Workshops
- Career Exploration Experiences
- Vocational Training at the VA Hospital
- 1st or 2nd Semester Paid Work Experience
- Summer Job Club
- Middle School Career Exploration



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## Grant Funding:

- WorkAbility I
  - California Dept of Education



- Transition Partnership Program (TPP)

- Department of Rehabilitation



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Department of Rehabilitation

Kanika Kansara – DOR Counselor

## 5 Student Services:

- Job Exploration
- Work-Based Learning
- Postsecondary
- Work Readiness
- Self-Advocacy

## Vocational Rehab. Services:

- Post-High School
- Vocational Focused
- Certificate Program
- Apprenticeship Program



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## ITP Workshops


Examples of monthly ITP workshops during PRIME

### Individual Transition Plan(ITP):


- Education/Training (Post Secondary Support)
- Employment (Vocational Support)
- Independent Living (Skills in Self-Advocacy)





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## ITP WORKSHOPS

 DURING PRIME 2:40 TO 3:30 PM

- SEPT 18** Understanding your IEP
- OCT 23** Filling out Personal Information
- NOV 20** Emailing Practice: Job Scenarios
- DEC 11** Interest Inventory
- JAN 22** Vocational Words that Describe Me
- FEB 26** Filling out Job Applications
- MAR 19** Dress for Success
- APR 23** Self-Advocacy

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Monthly During Prime  
At  
Each School Site



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## Vocational Workshops

Vocational workshops during Academic Planning

### Vocational Workshops:

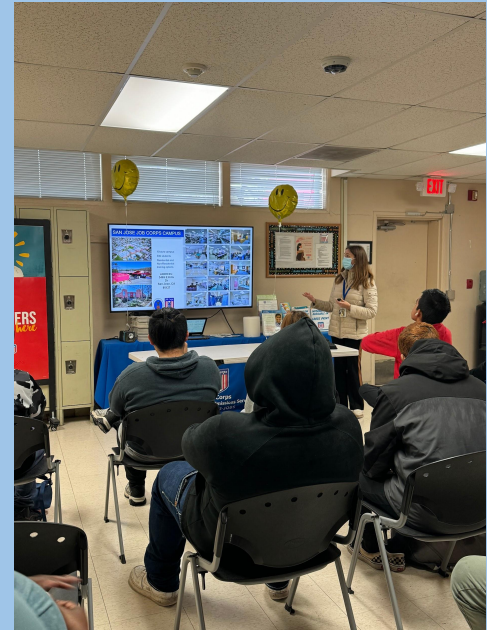
- Job Search
- How To Fill Out A Job Application
- Resume
- Cover Letter
- Mock Interviews



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## Career Vocational Experiences

- Pipes Trades Vocational Speakers
- Movie Theater Career Exploration
- Job Train / NOVA program Connection



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## Career Vocational Experiences

- Paul Mitchell - Certificate Program
- Community Colleges Certificate Programs
- Foothill College: Sped 8/TTW



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## VA Hospital Vocational Training

- *All students are required to be DOR Students*
- *VA is part of their school day*
- *5 Job Coaches and 1 teacher*

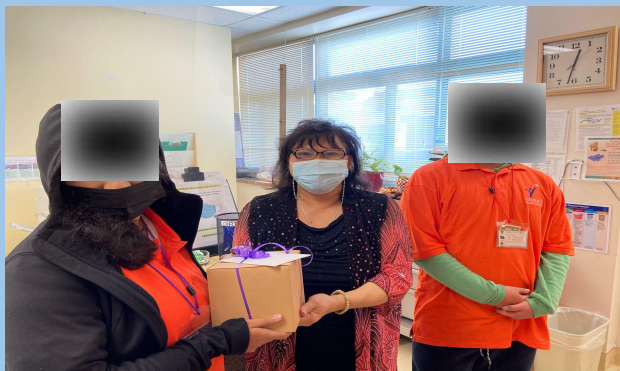
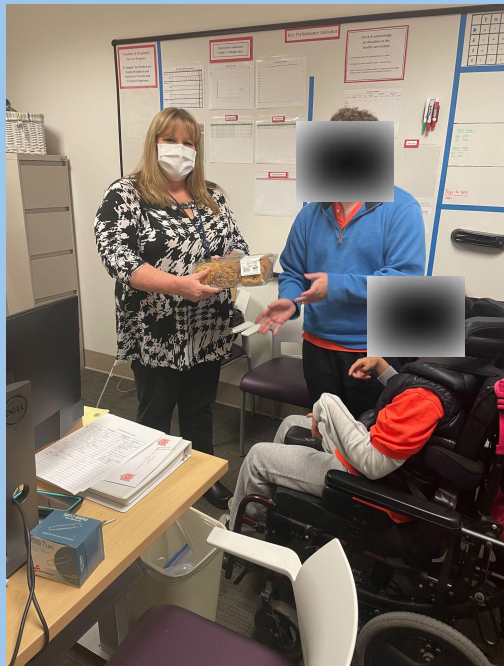


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Different Departments



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# IGNITE

Community Program



Palo Alto Community Child Care  
Learning, Playing, Growing Together

## Work Experience:

- Fall Work Experience Sept-Nov
- Spring Work Experience Jan - April
- Summer Job Club month of June
- VA Summer Paid Work Experience  
June-July



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PALO ALTO  
ART  
CENTER

# Paid Work Experience

## Expectations & Uniform



- Attend each workshop
- Have a positive attitude
- Be on time to work
- Be dressed in work uniform
- Good hygiene
- Display professionalism
- Let your transition specialist know if you will be out sick
- Sign your timesheet
- Bring your own lunch/snacks/drinks





# Paid Work Experience



**Collaboration** with Ignite Team  
Rachael Kaci - CTE/Work Experience Teacher



Work Experience offers students a unique opportunity to learn about their role in the development of their post-secondary career pathway and real-world work experience.

State requirements to earn 5 units:  
class 1x per week  
60 hrs of work experience (paid or unpaid)  
Work permit\*





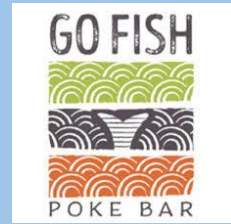
# Business Partners



Palo Alto Community Child Care  
*Learning, Playing, Growing Together*



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# Paid Work Experience

## PAUSD Students Supported

### 2018-2019

- 7 Paid Work Experiences during the academic year
- 15 Paid Work Experiences at VA hospital
- 22 Total Paid Work Experiences

### 2022-2023

- 7 Paid Work Experiences during the academic year
- 19 Paid Work Experiences at VA hospital
- 28 Paid Work Experiences at community placements
- 54 Total Paid Work Experiences

### 2023-2024

- 13 Paid Work Experiences during the academic year
- 20 Paid Work Experiences at VA hospital
- 33 Paid Work Experiences at community placements
- 66 Total Paid Work Experiences

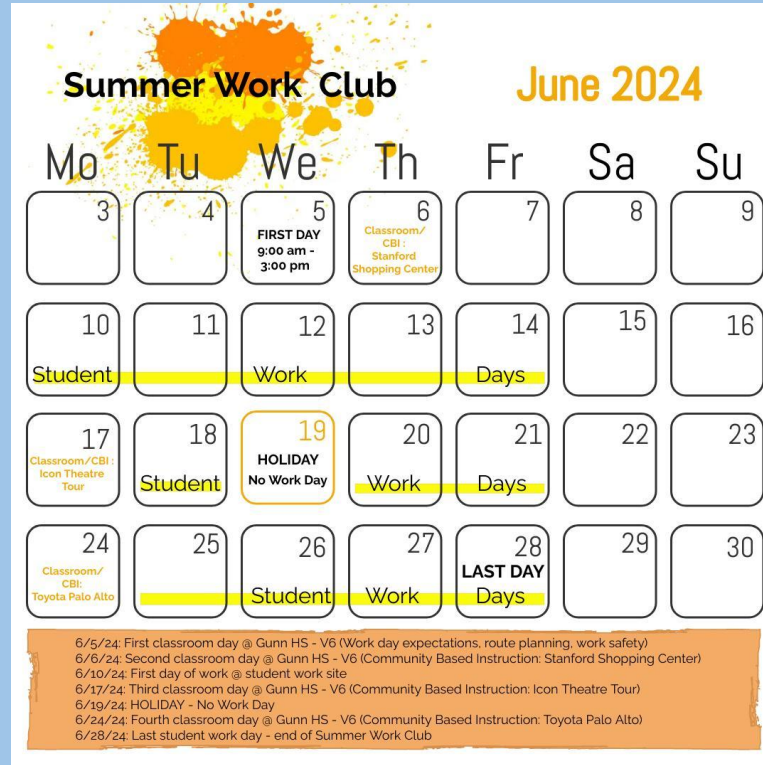
### 2024-2025

- 23 Paid Work Experiences during the academic year
- 20 Paid Work Experiences at VA hospital
- 42 students identified as of Jan. 22 for community placements
- 85 Total Paid Work Experiences (Total Pending)



# Summer Job Club

## Community Work Experience Calendar



# Summer Job Club

## Curriculum Overview

### Communication

- Communicating with supervisors, co-workers and customers
- Asking for help and clarification
- Professional language
- Written communication



### Work Ethic

- Respecting dress code/ uniforms
- Hygiene
- Staying off cell phones
- Positive attitude

### Time Management

- Being on time
- Notifying of any absences
- Complete job tasks in a timely manner
- Return from breaks on time

### Adaptability & Flexibility

- Taking on new or different tasks
- Changing schedules based on employer or program needs

### Work Experience Credit

**Attendance**

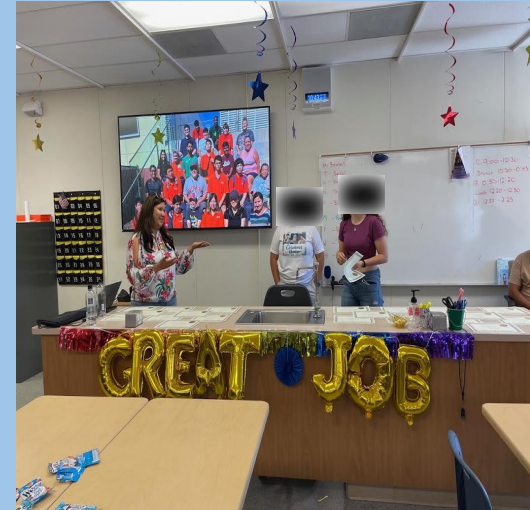
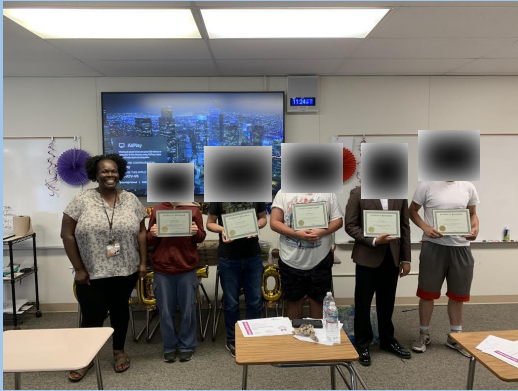
**Content**

**Responsibility**



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## Summer Job Club



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## How does ignite outreach and inform parents and students of services?

- Ignite team host transition workshops in 7th & 8th during AP/AC/TS/Extensive Needs classes.
- Transition Specialist give presentations at the beginning of each school year to AP/AC/TS/Extensive Needs classes to discuss the supports available.
- Ignite team attends site special education department meetings to share upcoming events
- Case Managers invite our team to present or request a vocational workshop.
- IEP Meetings
- Attend parent information meetings like CAC, Transition Night, Back To School Night.



# IGNITE

## IGNITE STAFF CONTACTS

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