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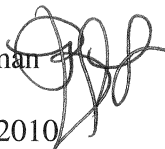
SUSAN STORY

Dr. Eric J. Smith
Commissioner of Education



MEMORANDUM

TO: District Exceptional Student Education Directors

FROM: Bambi J. Lockman 

DATE: November 15, 2010

SUBJECT: Update on IDEA 2004 Requirements for Summary of Performance and Suggested Template

As you are aware, the Individuals with Disabilities Education Act (IDEA 2004) requires that certain students be provided with a summary of their academic achievement and functional performance, including copies of evaluations, assessments and other relevant reports, and recommendations on how to assist the student in meeting his or her postsecondary goals. Although the summary of performance (SOP) is not addressed as part of the self-assessment for compliance, it is an important requirement found in IDEA and the implementing regulations.

The SOP is required for students exiting with a standard diploma or aging out of their educational program and is recommended for all students with disabilities exiting high school. During site visits or other desk reviews, districts may be required to pull summaries of performance from the previous year.

In November 2005, we issued a summary of the key points of this requirement as well as two sample forms. One was a very brief Florida form; the other was the Nationally Ratified Summary of Performance Model Template. Attached you will find a revised Florida template that we encourage districts to consider.

This template, adapted from the nationally ratified template, will be included in the Portal to Exceptional Education Resources (PEER) system. Districts have the flexibility to adopt the new Florida template, use or adopt the nationally ratified template, or develop/revise a form that meets local district needs.

Project 10: Transition Education Network staff was instrumental in revising the new Florida SOP template and has developed a new training module that will be delivered beginning November 2010. Additionally, an online training module is under development and will be available early in 2011.

BAMBI J. LOCKMAN
Chief

Bureau of Exceptional Education and Student Services

The following information is also available:

- Summary of Performance Background (updated October 2010)
- Summary of Performance spoke from the "Transition Wheel" (disseminated via the BEESS Weekly and Project 10 in December 2009)

This memorandum and the attached documents will be available for download from the General Supervision website under SPP/APR, Download Documents, Indicator 13 Resources as well as the Project 10 website under State Performance Plan/Transition Indicators, Indicator 13 Resources via the following link:
<http://www.project10.info/StatePerformancePlan.php>.

If you have questions or need additional information, please contact Sheila Gritz by phone at (850) 245-0478 or via e-mail at Sheila.Gritz@fldoe.org or your Project 10 Regional Transition Representative.

BJL/sdg

Attachments

cc: State Advisory Committee for the Education of Exceptional Students
FDLRS Associate Center Managers
District Transition Contact Persons
FDLRS Transition Contact Persons
Project 10 Regional Transition Representatives
Jordan Knab
Mary Podmostko
Mary Jane Tappen
Lois Tepper
Kim Komisar
Karen Denbroeder
Cathy Bishop
Sheila Gritz