



LifeSkills: The Ultimate Home and School Collaboration


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Hello!



Background Information


- Milpitas Unified School District is K-12
- Approximately 10,400 students
- Approximately 947 students receiving Special Education Services.
- Programs: Pre-K → Post Secondary (ACCESS)
- Community Based Instruction program (begins in 7th grade)



Vision (draft)

To create responsible citizens who participate in the community, develop a network of friends, learn how to make necessary purchases and manage money, and take care of household and personal needs.

(NCSC)



Why do we need to Collaborate?!

- Collaboration provides the opportunity for everyone to be on the same page
- Encourages communication between school and home to ensure the adult student gets ample opportunity to practice new skills
- Skills are acquired quicker when generalized in multiple setting

Life Skills in the School

- Community Based Instruction program incorporates: functional academics, community skills, safety, vocational, personal, and social skills.
- Families are involved in planning of Community outings and are encouraged to attend when appropriate
- Families are encouraged to practice skills in various settings



Functional Academics

- Finance including balancing a checkbook, debit card purchases, paying bills, etc.
- Grocery shopping/coupon cutting/budget shopping
- Emailing potential employers, higher educational institutes, families, etc.



Collaboration

- Families provide students with debit/credit cards/cash with a spending budget.
- Before Monday's shopping trip, families check the newspaper for ingredients needed (including name brand or non-name brand items), cut coupons, approximate the needed budget.
- Families provide emails of family members, church groups, employers, etc.

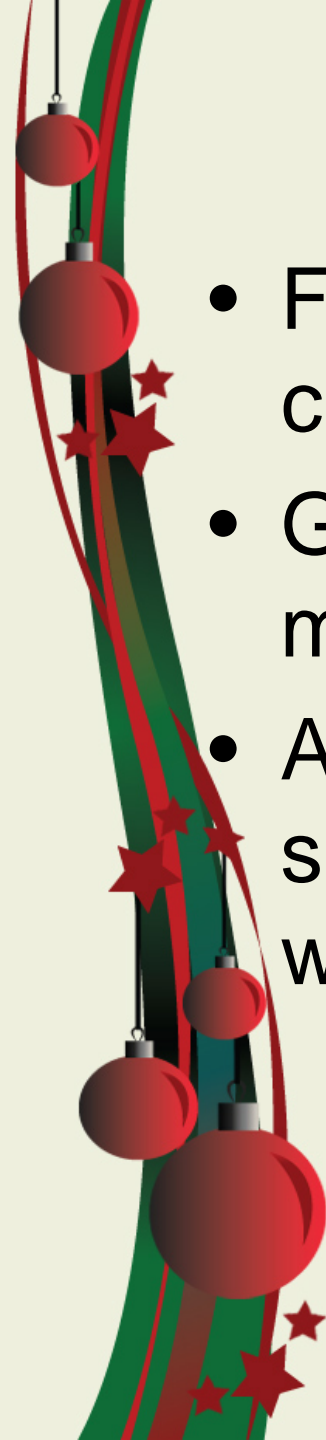
Community and Work

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November		No School	2 Speech	3 Gym	4 Happy Hollow	5
6 Daylight Saving Times Ends	7 Gym	8 Election Day 2016	9 Speech	10 Gym	11 No School	12
13	14 Gym	15	16 Speech Milpitas Friends Club Bowling @ Mission Center 1:30-3:00	17 Gym	18 Teacher's Choice Bowling	19
20	21 Gym	22	23 No School	24 No School	25 Black Friday	26
27	28 Gym	29 Janelle's birthday	30 Speech	Happy Thanksgiving!	No school	

Community

- Public Transportation
- Grocery Shopping → Cooking
- Gym
- Leisure Activities





Collaboration

- Families assist with accruing Out Reach card
- Grocery shopping for ingredients to make dishes eaten at home
- Adults practice cooking foods with support in school with a task analysis, which is then practiced at home

Cooking

Wash Knives Separately

Never put dirty knives in a sink full of soapy water. They might wash to fast and get a bad cut!

Instead, wash dirty knives by hand. To dry, run a dishcloth along the back side of the blade.

Keep Burners Clear

Be sure that books, papers, plastic containers, pot holders, and all other items are kept away from the stove. Remember a burner that is covered off will be very hot.

Fry with Caution

Cook greasy foods at medium or low heat. Make sure the food is dry. Water on food causes hot fat to splatter. It can burn you.

If hot fat splatters do:

1. Turn off the heat.
2. Cover the pan.
3. Pour baking soda or salt on the flames.

Use Knives Carefully

When using a knife, always cut away from your body. Use a cutting board when you slice or chop food.

Keep your knives sharpened, as dull blades can cause accidents. Be extra careful with a dull knife, you have to press harder. That may cause the blade to slip and cut you.

Rules for Microwave Safety

- Do not run the stove when it is empty.
- Hot food must be checked for the stove to operate.
- Do not use metal objects, metal dishes, or metal ribs in a microwave oven.
- Make a hole in plastic pouches. Wrap and serve foods loosely. If tightly sealed, they could explode.
- Use pot holders. Be careful of hot food!

Keep Food at Safe Temperatures

Keep all food either hot or cold. This will stop dangerous bacteria from growing. Do not leave food at room temperature for over two hours.

- Cook and reheat at temperature above 160°C (320°F).
- Refrigerate at temperatures below 5°C (40°F).
- Freeze at temperatures below 0°C (32°F).

Clean Up Spills

Wipe up any spills or food immediately. Wet floors are slippery and can cause a bad fall.

If glass gets broken, use a broom and dustpan to clean it up. Wipe the floor with wet paper towels to get the small pieces. Put the glass into a heavy brown bag and then into the trash can so people will not cut their fingers.

Use Appliances Safely

- Use only one appliance at a time in each outlet.
- Unplug appliances when they are not being used.
- Pull the plug gently. Never yank on the cord.
- Keep cords out of the way so appliances won't get pulled over accidentally.
- If food gets stuck, turn the appliance off and unplug it before removing the food.
- Never use appliances near water or with wet hands.

Use a Pot Holder and Lift Lids Away from You

Pick up hot pans, lids, and racks with thick, dry pot holders.

Hot steam can burn your face. So always lift the lid off a hot pan carefully. Lift it to the side farthest away from you, open first.

Food-Handling Tips

- Rinse all fresh produce.
- Keep foods away from household cleaners and chemicals.
- To taste food while cooking, use a clean spoon. Do not use the mixing spoon or your fingers.
- Do not handle food for others when you are sick.
- Use a hand towel for drying hands; a dish towel is for dishes only.

Wash Your Hands and Utensils

Keeping your hands as well as your equipment and work area clean will prevent bacteria from growing and spreading. Wash with hot soapy water.

Wash hands after:

- sneezing or coughing
- blowing your nose
- using the bathroom
- touching pets

Turn Handles Back

Knocking over a pan can spill burning hot food on you. Always turn pan handles away from the front of the range. That way, nobody will bump into them by accident.

Work

- Learn skills for employment, including but not limited to:
 - Social
 - Personal
 - Work ethics
 - Safety
- Practice skills in various setting with various people for generalization
- Learn about paychecks and taxes

Work


GOOD WORKER TRAITS

Accepts criticism with a good attitude.

adaptable
anticipates
alert
attentive
calm
cleans work area
concentrates
cooperative
courteous
dependable
efficient
energetic
friendly
follows directions
good attitude

good listener
hard worker
helpful
honest
humble
independent
initiative
kind
motivated
neat & well groomed

organized
patient
persevere
polite
punctual
quiet worker
respectful
responsible
steady pace
strategize
team player
thorough



Collaboration

- Parents are encouraged to practice skills adults learn at work and visit job sites
- Job sites include: Walgreens, CVS, Dave and Busters, Marshalls, Round Table Pizza, Milpitas Food Pantry, etc.
- Parents help adults understand their paychecks and manage their money



Vocational Skills

- Skills to make a person employable
- Adults are allowed to participate in various work opportunities to find one they enjoy
- Adults learn how to follow a schedule and calendar events
- Calendar are shared with important people

Calendar

The screenshot shows the Google Calendar interface. At the top, there's a navigation bar with links for Hiking, Gmail, Calendar, Documents, Photos, Sites, Web, and More. The user is logged in as 'Hiking Fan'. Below the navigation bar is the Google logo and a search bar for 'Search Calendar'. The main header shows 'Calendar' and navigation controls for 'Today', previous/next days, and the current date range 'Oct 20 - 24, 2011'. There are also buttons for 'Day', 'Week', 'Month', '4 Days', 'Agenda', and a refresh button.

On the left side, there's a 'CREATE' button and a calendar navigation widget for 'October 2011'. Below that, there are sections for 'My calendars' (Fun Stuff, Dan and Elaine, Sparty Stuff, Tasks) and 'Other calendars' (All a World's calendar, Dan Work Stuff, US Holidays).

The main calendar grid shows events for the week of October 20-24, 2011. The events are as follows:

Day	Event	Time
Thu 10/20	Call doctor	10am - 11am
Thu 10/20	Do the recycling	10am - 11am
Thu 10/20	Meet tax lawyer	3pm - 4pm
Thu 10/20	Volleyball practice	7:30pm - 9:00pm
Thu 10/20	On-Call	9pm - 12am
Fri 10/21	Mom's birthday	10am - 11am
Fri 10/21	Hatha & Yoga Corner	11am - 12pm
Fri 10/21	Dance class w/...	6pm - 7pm
Fri 10/21	Movies night!	6:30pm - 9pm
Sat 10/22	Brunch at Michele's	11:30am - 1pm
Sat 10/22	Bike around the lake w/ Jeron	3pm - 4:30pm
Sat 10/22	Drinks with Kara and Oona	9:30pm - 11:00pm
Sun 10/23	Time to clean	1:30pm - 2:30pm
Sun 10/23	Direct w/ Mike	6:00pm - 7pm
Mon 10/24	Holiday!	10am - 11am
Mon 10/24	Lunch - David's Burger Bar	12:00pm - 2pm
Mon 10/24	On-Call	8pm - 9pm

Vocational Skills





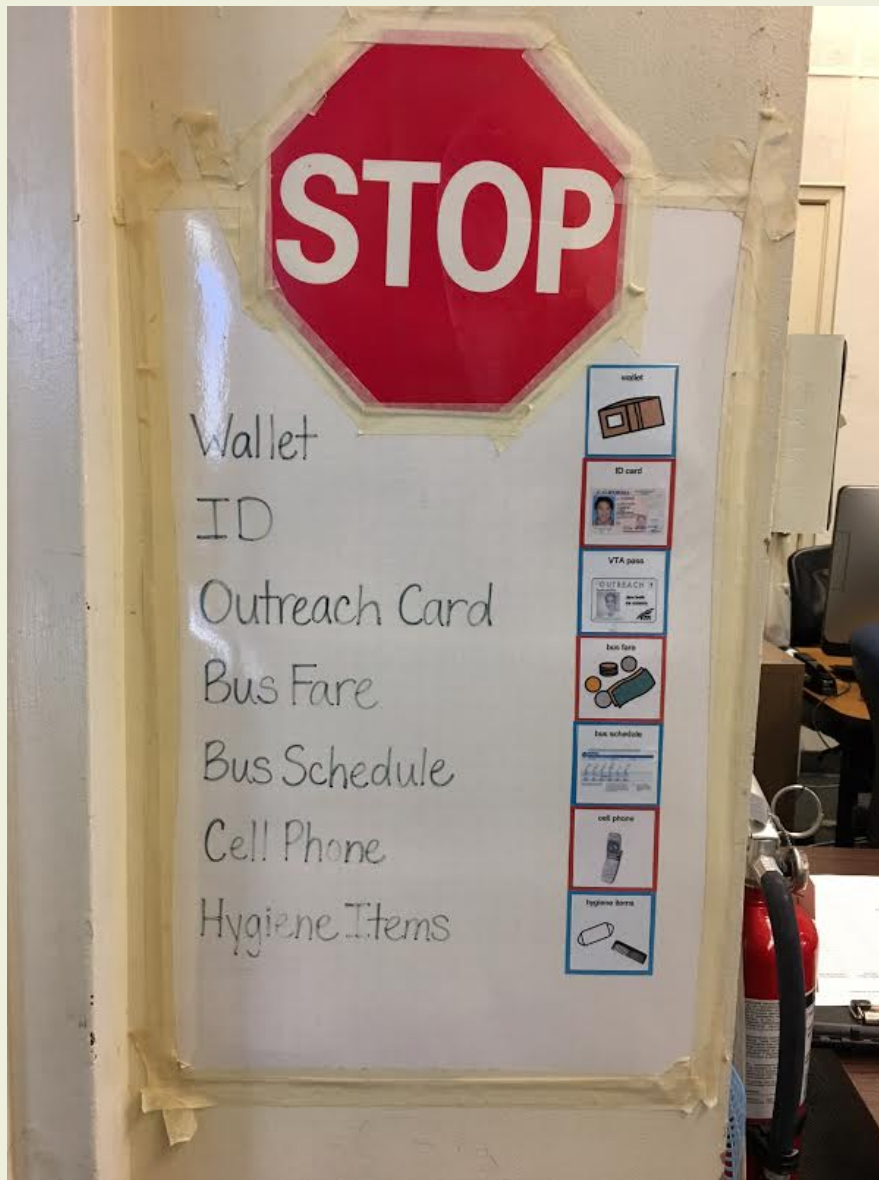





Safety

- Being safe in the Community
- Maintaining belongings
- Paying attention to surroundings
- Who to approach when help is needed (lost, need supplies, missed bus, etc.)
- Safe locations

Safety





Collaboration

- Families practice skills in the Community with their students
- Updates are given if an incident occurs
- Incident is discussed as well as actions taken. Alternatives are suggested for future issues that may arise
- Plans are discussed with school, student, and family to ensure collaboration



Personal Hygiene

- Adults identify their basic grooming needs and the purpose of keeping themselves clean
- Work place etiquette is discussed and the negative impact poor hygiene has at work
- Adults learn about dressing for various events, such as work, school, social activities, gym, etc.

Personal Skills

How Do I Look?

Is my face clean?



Is my hair neat?



Are my clothes neat?



Is my breath fresh?



Are my pants zipped?



Are my shoe laces tied?



Is my name tag straight?



Personal Skills





Social Skills

- Adults work on social skills for situations that may encounter at work, in the community, and socially
- Many skills are worked on daily, while others when a certain incident may occur or has occurred
- Some topics: meeting someone new, work etiquette, asking for help, dating, hanging out with friends, etc.

Social Skills

INTRODUCING MYSELF TO SOMEONE NEW

1. Look at the person's face.




Smile!

2. Shake hands. Use your RIGHT hand.



3. Say, "My name is _____. It's nice to meet you."

4. Let go of the person's hand.



Collaboration

- Social stories are shared with the families to practice at home
- Families are encouraged to share upcoming social situations or past situations to prepare the adults
- Both families and school staff is encouraged to put adults in certain situations for practice

In the End...

- Collaboration encourages partnership between the parents and school
- Allows adults to practice skills in multiple settings with various people to assist with retaining information
- Sets adults up for success during family events and outings, work, and social situation
- Creates responsible citizens

Thank you!

