



Tolleson Union High School

Special Education Transition Process

The transition from elementary to high school is a new and exciting change for many. It is also a time of worry as many do not know what to expect. Planning for your child and other children with educational disabilities is an important step in ensuring that the needs of all your children are being met at the high school level. This guide provides families with the transition steps to attend Tolleson Union High School.

Step 1: High school counselors will visit 8th Grade classrooms at our feeder schools.

- Counselors will provide students with information regarding high school graduation requirements, core classes (math, science, etc.), elective classes, sports, and clubs.
 - *Students in self-contained classrooms will be provided the information by their homeroom teacher.*
- Students will be given a copy of the Registration Steps to give to parents/guardians.

Step 2: Parents/Guardians will register their student(s) at Tolleson Union High School.

- Our registration process is all done online. It can be found here: https://www.tuhsd.org/Enrollment_and_Immunizations.
- You will need the following documents to enroll your child(ren): Birth Certificate, Immunization Records, Proof of Residency, Government Issued ID, Legal Guardianship or Custody Order (if applicable).
 - If you have any questions or need assistance, please contact our Guidance/Records department below.
 - Records Clerk- Bianca Martin at 623-478-4221 or email at Bianca.Martin@tuhsd.org
 - Registrar, Kathy Torres at 623-478-4215 or email at Kathryn.Torres@tuhsd.org.

Step 3: Once students have been registered, the Special Education department at Tolleson Union HS will reach out to schedule a Transition Meeting.

- Parents/Guardians, Elementary school staff, and high school staff will meet to discuss the needs of the student(s) including the use of technology in class and other related educational services.
 - If it is determined that TUHS is not the best fit for the student, then we will recommend a placement at a different campus.
- Tolleson Union HS staff will be available to answer any transition questions that parents/guardians or students might have about our school and services.
- If you have any questions regarding our transition meetings, please contact our Special Education Department below:
 - Administrative Assistant, - Alicia Reyes at 623-478-4240 or email at Alicia.Reyes@tuhsd.org. She will be the one scheduling meetings.
 - Department Head of SPED- Andrew Meana at 623-478-4351 or email at Andrew.Meana@tuhsd.org.
 - Counselor for Students in the SPED program- Martha Caballero-Lopez at 623-478-4203 or email at martha.caballero@tuhsd.org. She will be taking care of student schedules.
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Common Misconceptions

- 1) Tolleson Union High School District is not the same as Tolleson Elementary District and Union Elementary District. You must register your child at the new school district.
- 2) Registrations do not automatically carry over to the high school. You must register and enroll your child to attend a school in the Tolleson Union High School District.
 - a. If you are not sure which of our schools your student should be attending based on your current address, you can find our Boundary Map here: https://www.tuhsd.org/Our_District
- 3) Parents should register their child with the high school district even if it is not certain that they will be promoted from 8th grade. Students who are not promoted will stay enrolled with the elementary district.
- 4) Many parents think special education in high school is significantly different, but the district will implement services similar those in the 8th grade IEP unless an IEP meeting takes place to consider changes to the IEP. In other words, your child will continue to have their IEP implemented.