

## **SPP Indicator 13 S.M.A.R.T Improvement Activities**

**Proposed to ISES on June 5, 2013**

In order to improve compliance with SPP Indicator 13 – Secondary Transition, to build the capacity of practitioners throughout the state to provide high quality, evidence-based transition services, and to affect positive change in post-school outcomes for youth with disabilities, the CDE will:

- a. Improve data collection and reporting** by revising the CASEMIS Technical Assistance Guide (TAG) to align with the NSTTAC Indicator 13 Form B Checklist by June 2014. CDE Transition Specialist and FMTA staff, in collaboration with critical stakeholders, will provide technical assistance to the field regarding the collection and submission of Indicator 13 data as described in the CASEMIS TAG by June 2015. Technical assistance will be provided, via Webinar, 3 months prior to the December and June submission of CASEMIS data. Technical Assistance will include guidance on what constitutes compliance with each of the 8 elements of Indicator 13. Successful outcomes will be measured by a 5% increase in the number of IEPs compliant with each of the 8 elements, and the number of IEPs compliant in all 8 elements.
  
- b. Improve systems administration and monitoring** (see i)
  
- c. Build systems and infrastructure of technical assistance and support** by creating a statewide professional development plan that focuses on Indicator 13 compliance and positive post-school outcomes for youth with disabilities. Using the Web-based document developed by a County Office of Education, CDE staff in collaboration with key stakeholders will develop a series of Webinars and face-to-face trainings that will build the capacity of practitioners in the field to develop compliant IEPs and improve post-school outcomes for youth. The CDE will explore the possibility of collaborating with an IHE to provide CEU's to individuals who successfully participate in all professional development activities. The professional development plan will be completed by December 31, 2013 and implementation will begin in January of 2014. In May of 2014, the plan will be reviewed by CDE staff and key stakeholders to determine its effectiveness. Needed changes and additions will be included in the following year's plan. Successful outcomes will be measured by the number of practitioners

participating in the professional development activities and pre- and post-training surveys.

- d. Provide technical assistance/training/professional development** by revising the Transition to Adult Living Guide. The CDE will contract with a County Office of Education (COE) to create a Web-based document that will be based on the 8 elements of Indicator 13. The document will include IDEA mandates related to secondary transition, as well as evidence-based transition practices that will improve compliance with Indicator 13 and build the capacity of practitioners in the field to affect positive post-school outcomes. The guide will also link these practices to other general education initiatives such as Linked Learning and the Common Core State Standards. The guide will be developed by the COE in collaboration with a group of key stakeholders who will provide their feedback and expertise to the COE throughout the development of the guide. The development of this guide will be funded by OSEP Professional Development dollars and will be completed and posted on the Internet by January 1, 2014. The outcome of this activity is to increase the number of practitioners who are aware of Indicator 13 requirements and evidence-based transition practices and integrate them into their curriculum. This will be measured by the number of hits to the Website.
- e. Clarify/examine/develop policies and procedures** by creating policy/position statements for each of the 8 elements of Indicator 13 in order to increase the percentage of compliant IEPs. The statements will include guidance for documenting information on the IEP. Policy/position statements will be drafted by the CDE Transition team in collaboration with key stakeholders, then reviewed and approved by CDE administration. Policy/position statements will be drafted and begin the approval process by December 31, 2013. Statements will be posted on the CDE Website by May of 2014. Successful outcomes of this activity will be measured by the number of hits to the Website and by a 5% increase in the percentage of districts compliant with Indicator 13.
- f. Program development**
- g. Collaborate/coordinate** by maintaining an active and viable statewide Community of Practice on Secondary Transition (CoP). The CoP will be made up of key stakeholders across the state that have a vested interest in improving transition services for youth with disabilities, including adult service providers. The CoP will be facilitated by the CDE Transition Specialist and DOR

Cooperative Programs staff. A CoP Leadership Team will develop a statewide action plan annually. The development of the action plan will be facilitated by NSTTAC in May of every year and completed by April of every year. The CoP Leadership Team will host monthly Webinars/teleconferences to inform the membership at large of training/professional development opportunities, evidence-based transition practices, etc. Successful outcomes of this activity will be measured by the number of people who participate in the monthly Webinars/teleconferences, the variety of key stakeholders involved, an increase in parent and youth involvement, and annual satisfaction surveys.

#### **h. Evaluation**

- i. Increase/adjust FTE** by assigning one Consultant from each unit in the Special Education Division (SED) to work in collaboration with the CDE Transition Specialist to improve the CDE's compliance and monitoring system in regard to Indicator 13 – Secondary Transition. These staff will make up an SED Transition Team and will meet with the Transition Specialist once a month for an hour to discuss current issues related to Indicator 13 compliance and develop a plan for providing technical assistance to districts found out of compliance. Staff will be identified by September 1, 2013. Monthly meetings will begin by October 1, 2013. Meetings will have monthly agendas and minutes that will be shared with administrative staff. Team members will be responsible for sharing the information with staff in their unit. The outcome of this activity is to assist districts to improve compliance with Indicator 13 and provide technical assistance on how to do so via the use of a common training module across the division. This activity will be measured by a 5% increase in compliant districts, annually.