

State Performance Plan (SPP)  
Indicator #14  
Post School Outcomes Study  
Cohort II: 2011-2012 Exiters  
Technical Assistance Session #2

Presented by  
The New Jersey Department of Education  
Office of Special Education Programs

# Agenda

- Overview of Post School Outcomes Study
- Indicator #14 – Measurement and Definitions
- Data Collection Protocol and Process
- NJOSEP Support
- Use of Data

# State Performance Plan: Indicator #14

## Post School Outcomes Study

- Federal requirement
  - Conduct a follow-up survey of students with IEPs one year after they exit high school
  - Report annually
- All districts must participate
- Collect and report on student exiters 2011-2012 (Cohort II)

# Cohort II

## 2011-2012 Student Exiters

- Graduated
- Reached maximum age (Turned 21 by June 30<sup>th</sup>)
- Moved & not known to be continuing
- Dropped out (age 14 or older)
  - Students expected to return, but didn't
  - Students who dropped out during the year

# 2011-2012 Student Exiters

- Include all exiting students for whom the district is responsible including students served in:
  - Private schools
  - Ed Services Commissions, Special Services School Districts
  - State operated programs (DYFS, DHS, JJC,)
- Exiters do not include
  - Reenrolled students
  - Transfer students

# District Responsibilities

To Do By September 30, 2013

Use the NJDOE approved PSO Survey Protocol to:

- Record background information on EVERY student exiter with an IEP (from student records) (Part I).
- Contact student exiters by phone or in person to find out if they have been engaged in further education/training or some type of employment during this past year (Part II).

# Indicator #14

Review the indicator and definitions

Review the PSO Survey Protocol and the data collection process

# Part B: SPP Indicator #14

Percent of youth who are no longer in secondary school, had an Individualized Education Program (IEP) in effect at the time they left school, and were:

- A. Enrolled in higher education within one year of leaving school.
- B. Enrolled in higher education within one year of leaving school or competitively employed within one year of leaving high school.
- C. Enrolled in higher education or in some other postsecondary education or training program; or competitively employed or in some other employment within one year of leaving high school.

(20 U.S.C 1416 (a)(3)(B))

# Outcomes Categories

Within one year of leaving high school

- Enrolled in Higher Education
- Engaged in Competitive employment
- Enrolled in Some Other Post Secondary Education or Training
- Engaged in Some Other employment

# Definition of "Enrolled in Higher Education"

"*Enrolled in Higher Education*" means a youth who is enrolled on

- a full-time or part-time basis
- in a community college or college/university
- for at least one complete term, at anytime in the year since leaving high school.

## Definition of a "Complete Term"?

"Enrollment should be continuous for at least one complete term, at any time in the year since leaving high school. "

A "complete term" includes: a semester, quarter, intersession, summer or online

## Definition of “Enrolled in Other Postsecondary Education or Training”

Includes youth who have been enrolled on a full-time or part-time basis for at least 1 complete term since leaving high school in an education or training program including, but not limited to:

- High school completion program (e.g., Adult Basic Education, General Education Development (GED))
- Short-term education or employment training program (e.g., Workforce Investment Act (WIA) – One Stop Center, Job Corps, Youth Corps)
- Vocational technical school which is less than a two year program
- Adult education

# What "Complete Term" Means for "Other Post Secondary Education or Training"

"Enrollment should be continuous for at least one complete term, at any time in the year since leaving high school. "

A "complete term" includes a semester, quarter, intersession, summer, or online.

For other post secondary education or training –a complete term could be a short term course (e.g. 10 week welding course or month long resume writing)

# Definition of "Competitive Employment"

- Earning at least minimum wage \$7.25 (or more)
- In a setting with others who are not disabled
- Worked 20 hours or more per week for at least 90 days since leaving high school
  - 20 hours per week can be "an average"
  - Can work more than 20 hours
  - 90 days are cumulative since leaving school
  - 90 days do not have to be consecutive
- May include more than one job
- **Includes military**
- May include supported employment

# Definition of "Some Other Employment"

- Worked for pay, but less than minimum wage
- Worked for at least 90 days at any time in the year since leaving high school
  - 90 days are cumulative since leaving school
  - 90 days do not have to be consecutive
- No hourly requirements
- May include more than one job
- Includes sheltered employment

# Survey Instrument

- National Post School Outcome Center
- Post School Data Collection Survey Protocol
  - Part I: Student Demographic Profile
    - Background information
    - 14 questions
    - Use student records
  - Part II: Student Interview - Engagement questions
    - Post secondary school and employment
    - 8 questions
    - Branching format

**Handout: Post School Outcomes Protocol**

# Post School Outcomes Protocol Part I

- Part I: Student Demographic Profile
  - District Name
  - District Code
  - Student Name (in-district use only)
  - Student ID # (use digit codes – starting with 001)
  - Demographic and program questions
- Do Not Separate Parts 1 and 2 of each student survey

# Post School Outcomes Survey

## Part II

- Content of the survey
  - Student identification number (use 3 digit # provided by NJOSE)
  - Questions about post secondary school
  - Questions about post school employment
  - Branching format

# Post School Outcomes Study

## Your Responsibilities for 2011-2012 Exiters

- Ensure that you complete all questions for **all exiters** (Part 1: Demographic Profile)
- Contact student exiters to complete the Post School Survey (Part II)

Submit all to NJOSE by September 30, 2013

- Get as high a return rate as possible

# Strategies for Maximizing Return Rates

- Multiple contact attempts – document
- Contact after work/school hours or weekends
- Use preferred medium – cell, email, Facebook – **Do not mail the survey!**
- Locate through siblings in school, known friends
- Parents can provide information

# Data Collection Process

## KEY ACTIVITIES





# Step 1:

## Complete Data Verification

Data source: End of Year Report 2012

- Review your district's student exiting data.
- Sign and return the Data Verification Form to NJOSEP to verify accuracy.
- If a change is needed, please indicate the change.

Total # of exiters = Total # of surveys

Handout: Data Verification Form

# Step 2: Create a List of Student Exiters 2012-2013

- Maintain a list of student exiters in a central file
- Assign a 3 digit survey identification number to each student
  - 001 to first student
  - 002 to second student and so on...

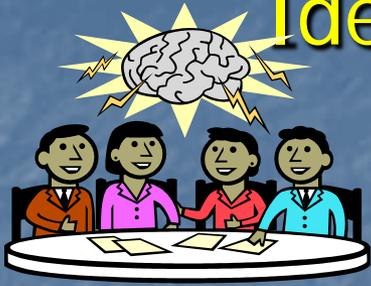


# Step 3: Collect Student Contact Information

- Student's Name *& Survey ID Number (3 digit)*:
- Student's Home Phone:
- **Student's Cell Phone:**
- Student's E-mail & Screen Name:
- Student's Home Address:
- Family Member Name:
- Family Member's Cell Phone:
- Family Member's E-mail:
- Name & Phone Number of Close Friend:
- Emergency Contact:
- Name of Sibling or Relative Attending School:

# Step 4:

## Identify and Prepare Key Personnel



- Person responsible for coordination and oversight.
- Personnel responsible for completing Part I: Student Demographic Profile (student records)
- Personnel responsible for conducting Part II: PSO Survey (student interview)

# Prepare Key Personnel

- Review the Survey Protocol: Parts I and II with identified staff prior to data collection.
- Practice conducting interviews and recording information before contacting students.
- Determine next steps if a number is disconnected or out of service.
- Be prepared to respond to a student's need for further assistance.

# Create a System for Documentation

- Set up a system for tracking progress in completing the data collection
  - Set benchmarks and timelines
  - Conduct periodic reviews of Parts I and II to ensure accurate and complete information
- Set up a system for maintaining documentation (student ids, surveys, staff timekeeping logs, other allowable expenses)
- Share data collection timelines and documentation requirements with staff

**Handouts: Tracking Form, Staff Timekeeping Logs**

# Summary of Data Collection Process

## District Responsibilities

- Verify student exiters 2011-2012
- Collect contact information
- Complete and return contract, if needed
- Collect Demographic information on all exiters (Part I)
- Conduct interviews with student exiters (Part II)
- Review
- Submit completed surveys (Parts I & II) in one package to NJOSEP by **September 30, 2013**
- Submit for reimbursement

# NJOSEP Support

Provide foundational and supplemental funding, as needed, to support the completion of the Post School Outcomes Study for 2011-2012 student exiters.

Provide technical assistance to organize the data collection process.

# NJOSEP Support

- Each district is eligible to receive reimbursement for allowable expenses to conduct the data collection activities. Funding up to specified maximum amounts will be provided as follows:
  - foundational funding based on the number of exiters.
  - supplemental funding based on the percentage of completed surveys returned (Parts I and II).

# Contract

- Foundational and supplemental Funding
- Expenditures
  - Allowable
  - Non-allowable
- Invoice and documentation of allowable expenditures
- Official Time logs – signed by district administrator

Handouts

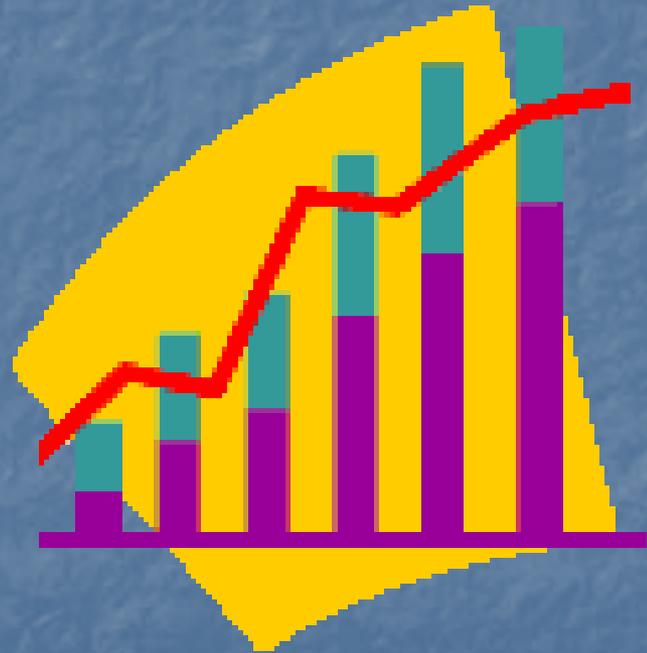
Compensation Chart, Staff Timekeeping Logs

# Use of Survey Results

- How will this information be used?
  - NJOSE
    - Federal reporting
    - Public reporting
    - Analysis across SPP indicators
    - Technical Assistance and Training
  - District Reports
    - Program evaluation
    - Improvement planning

# Use of Survey Results

- Importance of
  - Complete & accurate information
  - Good return rate
    - Reliability
    - Interpretation



# Contact Information

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# Mail Contracts and Surveys to:

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## Fax Data Verification Forms to:

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