PaTTAN
Pennsylvania Training and Technical Assistance Network

Pennsylvania Post School Outcomes Post Survey Target Year 1

April 19, 2022

If you are attending as part of a group

- Please send an email to papos@pattanpgh.net indicating the names of those in attendance at your site.

Agenda

- Make connections to the Pa State Performance Plan (SPP)
- Identify the Target Population for Indicator 14 POST Survey
- Demonstrate accessing the online system for PA Post School Outcomes Survey

Training Session Materials

- IU and PaTTAN Transition Consultants' Support Structure for PaPOS 2021-2022
- Contacting Hard-to-Find Youth: Strategies for the Post-School Survey
- Strategies to Contact Youth for the PaPOS Process: Lessons from Pennsylvania Schools
- Today's PowerPoint (background information, timelines, directions for survey completion)
- A blank POST Survey Form

PaTTAN's Mission

The mission of the Pennsylvania Training and Technical Assistance Network (PaTTAN) is to support the efforts and initiatives of the Bureau of Special Education, and to build the capacity of local educational agencies to serve students who receive special education services.

PDE's Commitment to Least Restrictive Environment (LRE)

Our goal for each child is to ensure Individualized Education Program (IEP) teams begin with the general education setting with the use of Supplementary Aids and Services before considering a more restrictive environment.

Family Engagement

Family Engagement promotes equitable partnerships among schools, families and communities to actively advance student achievement through shared commitment, decision-making and responsibility.

#PAFamilyEngagement

(Option A) Family Engagement

"Children are the Priority. Change is the Reality. Collaboration is the Strategy."

Judith Billings Washington State Superintendent

(Option B) Regulations and Implications for Practice

IDEA	
ESSA	
PA State Performance Plan (SPP)	**Indicator 8**
Danielson Framework	**Component 4C - Communicating with Families**
PA System for Principal Effectiveness	**Component 4A – Maximizes Parent and Community Involvement and Outreach**

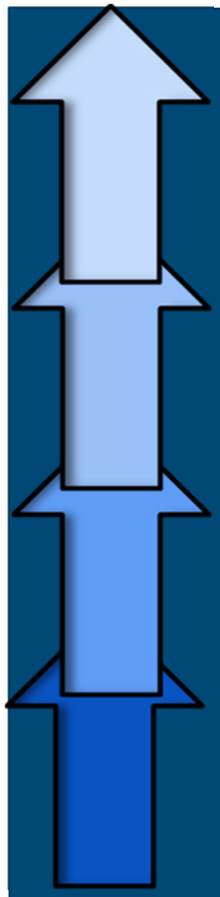
Family Engagement for PAPOS

- Notify family/caregivers of Post School Outcomes timelines and procedures
- Secure assistance from families to get survey administered

State Performance Plan (SSP)

- Required for each state
- Evaluates the efforts of the state to implement IDEA
- Describes how the state will improve IDEA implementation

State Performance Plan (SSP)



Indicator 14 – Students achieving their Postsecondary goals

Indicator 1 & 2 - Students staying in school and graduating

Indicator 13 – High quality IEPs designed to help students achieve their post secondary goals

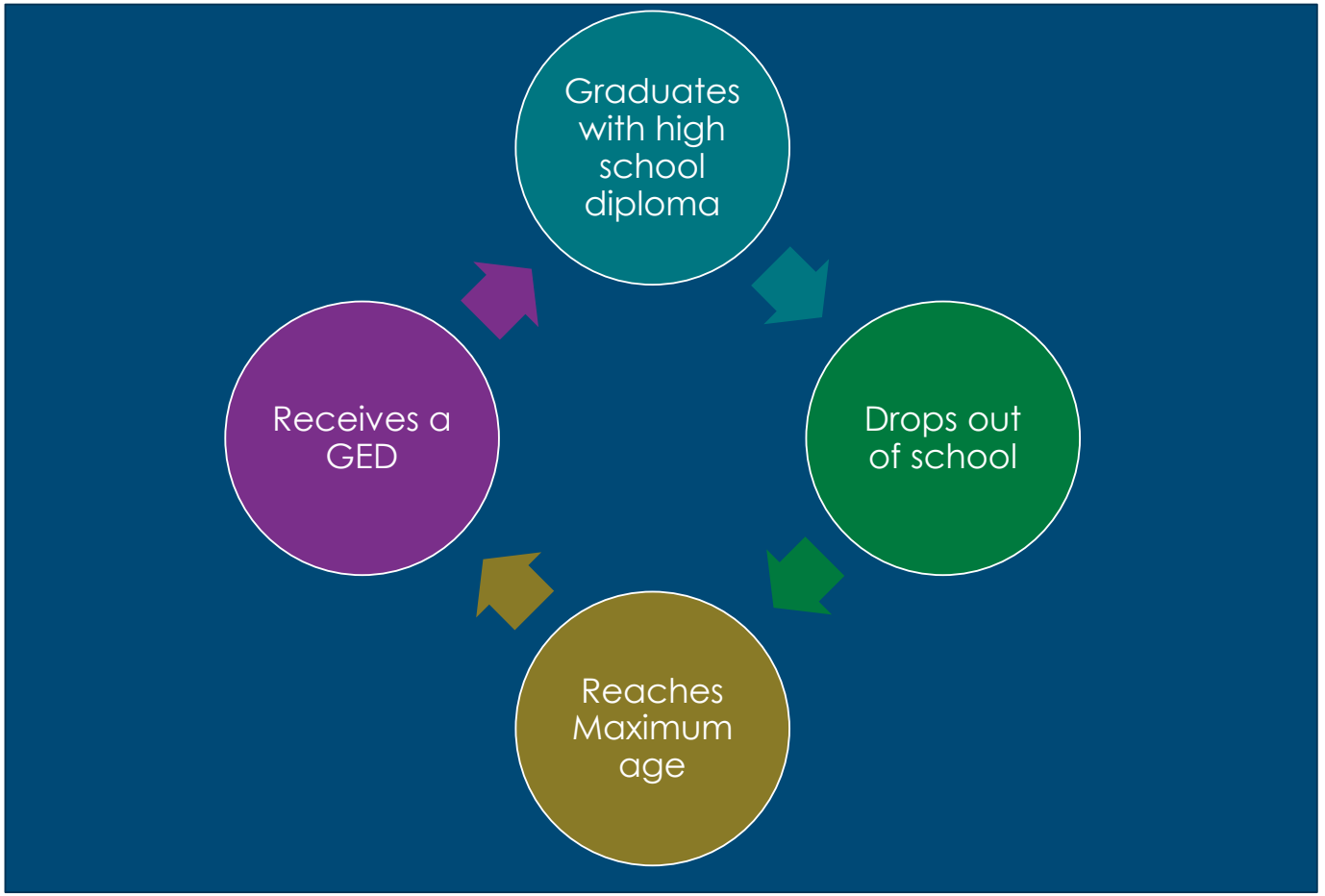
The Foundation – High quality rigorous, standards-aligned secondary school programs for all students

National Technical Assistance Center on Transition

www.transitionta.org

Designed the Survey to Achieve 2 Goals:

Survey Population for PaPOS



Indicator 14 POST SURVEY Language

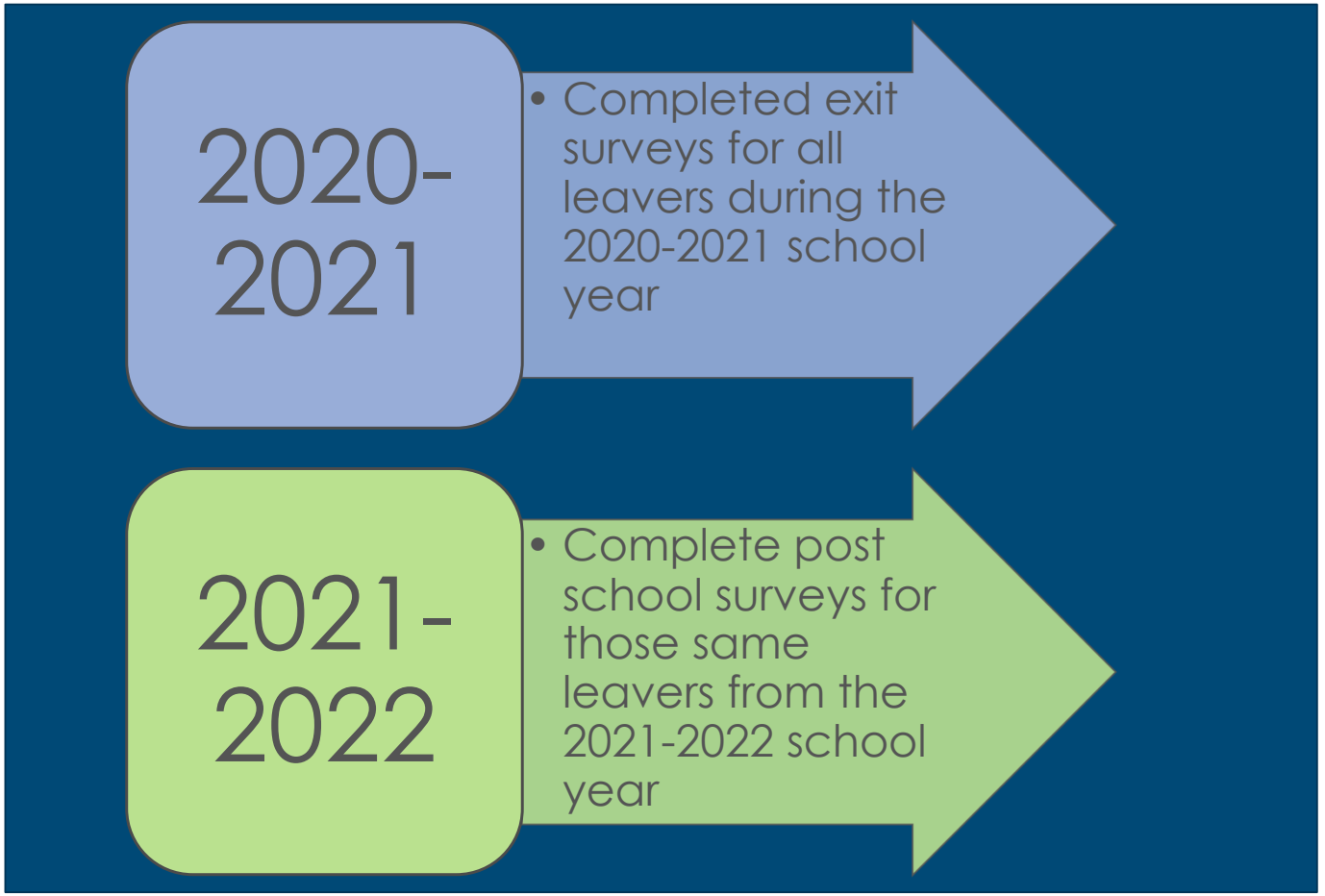
Percent of youth who are no longer in secondary school, had IEPs in effect at the time they left school and were:

Enrolled in ***higher education*** within one year of leaving high school.

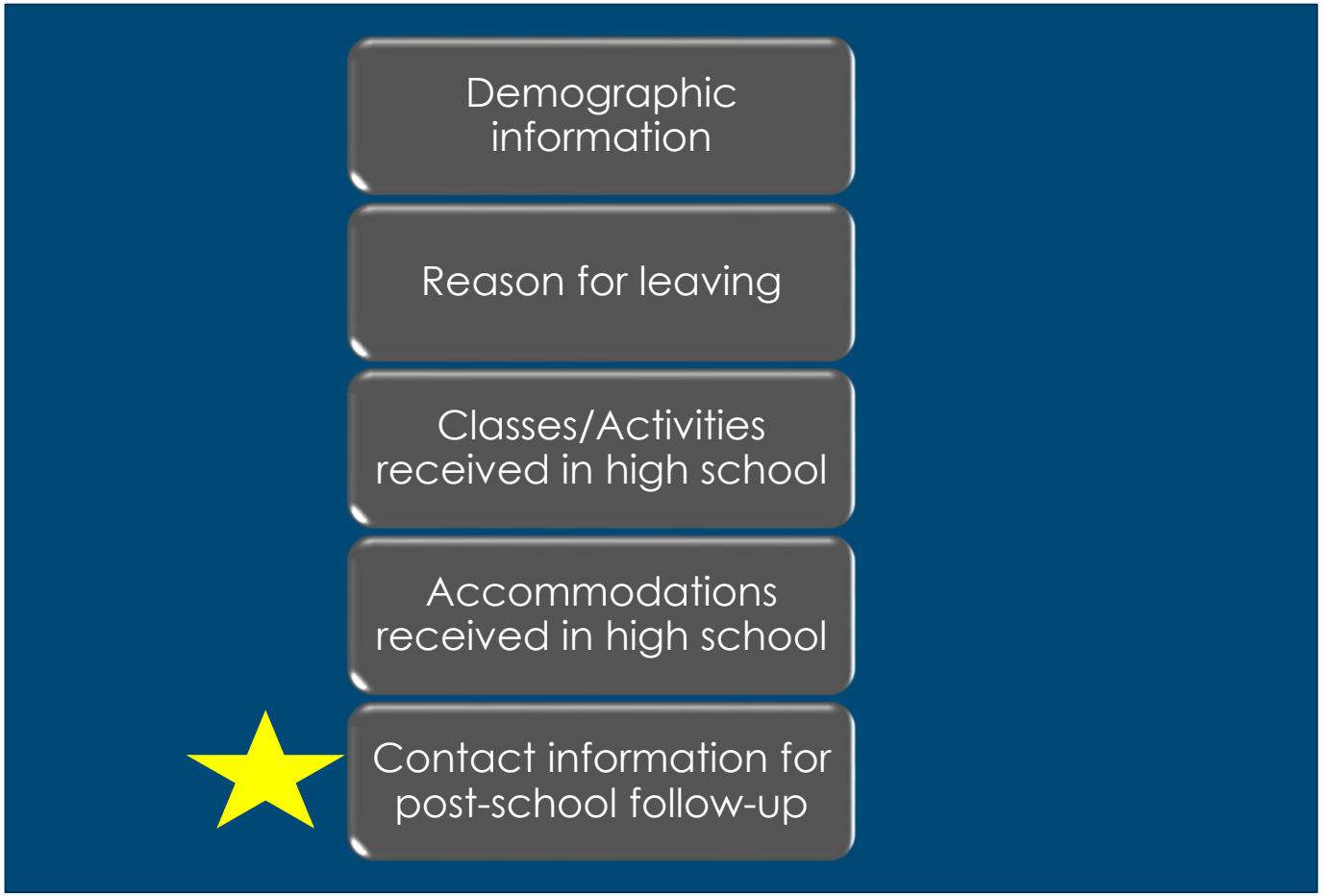
Enrolled in ***higher education or competitively employed*** within one year of leaving high school.

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

PaPOS is a 2-year process

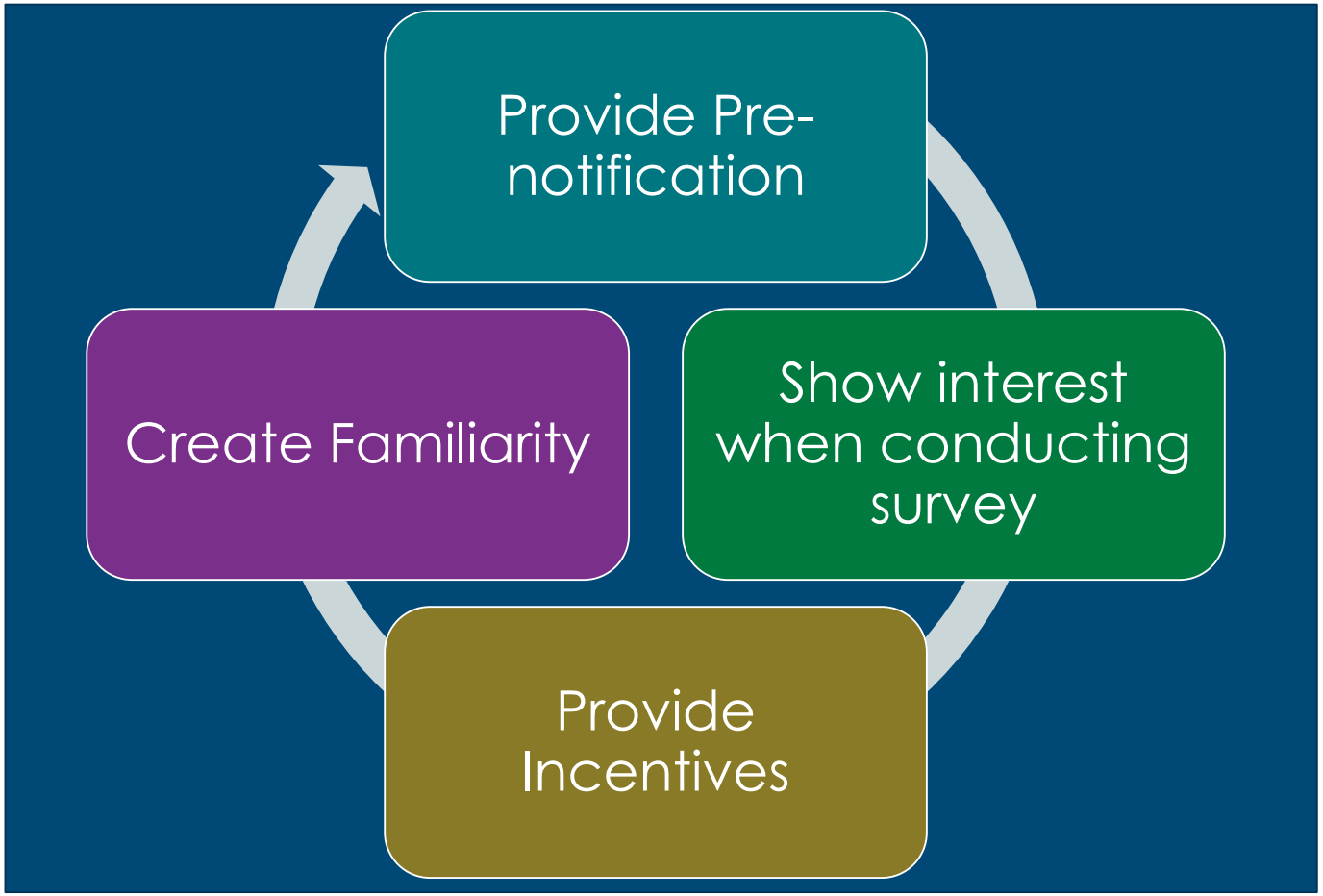


What you did in 2020-2021 EXIT SURVEY

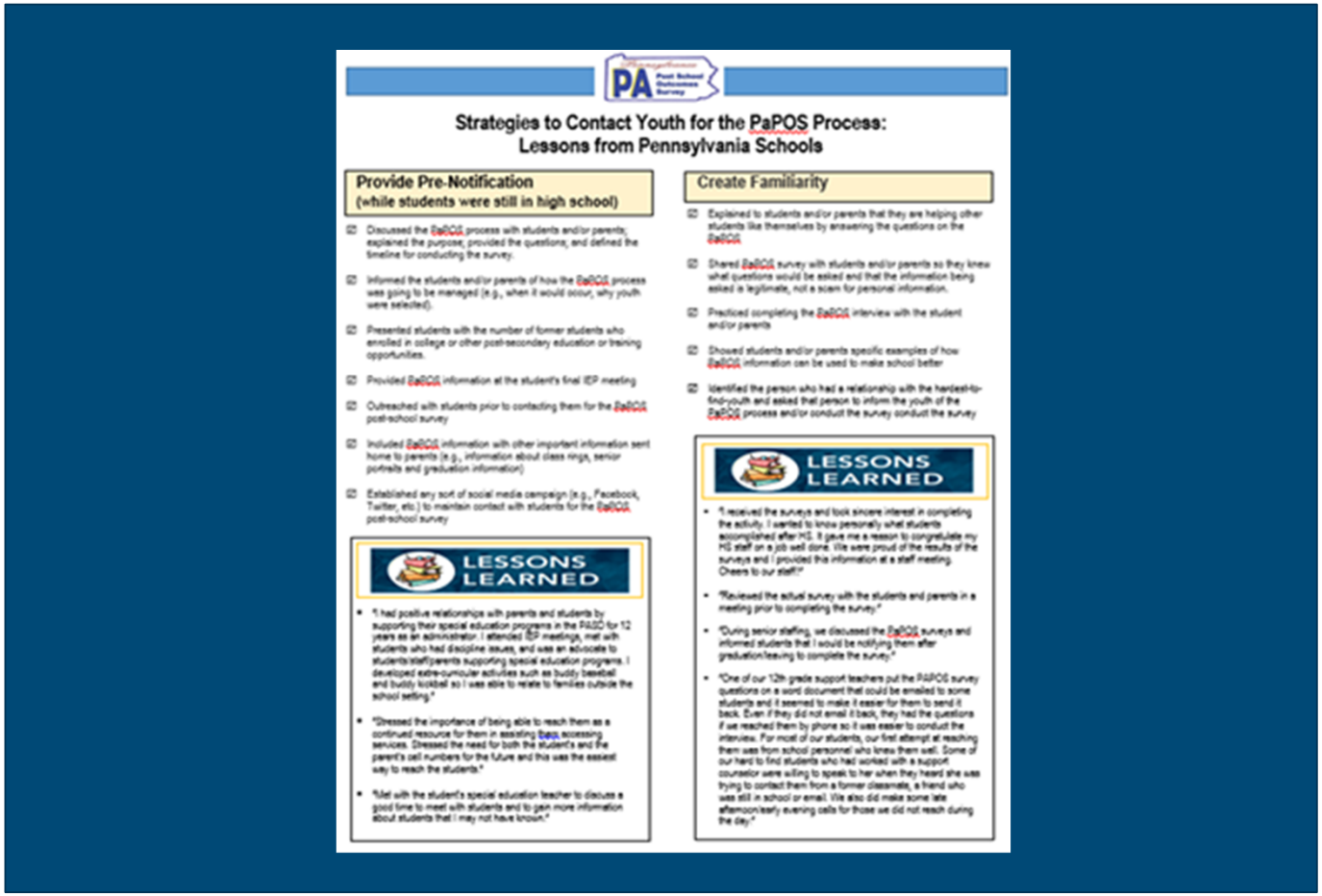


2021-22 Post-School Survey Content

Contacting Hard-to-find Youth



A Pennsylvania Resource



Strategies to Contact Youth for the PaPOS Process: Lessons from Pennsylvania Schools

Provide Pre-Notification (while students were still in high school)

- ☑ Discussed the PaPOS process with students and/or parents, explained the purpose, provided the questions, and defined the timeline for conducting the survey.
- ☑ Informed the students and/or parents of how the PaPOS process was going to be managed (e.g., when it would occur, why youth were selected).
- ☑ Presented students with the number of former students who enrolled in college or other post-secondary education or training opportunities.
- ☑ Provided PaPOS information at the student's final IEP meeting.
- ☑ Outreached with students prior to contacting them for the PaPOS post-school survey.
- ☑ Included PaPOS information with other important information sent home to parents (e.g., information about class rings, senior portraits and graduation information).
- ☑ Established any sort of social media campaign (e.g., Facebook, Twitter, etc.) to maintain contact with students for the PaPOS post-school survey.

LESSONS LEARNED

- "I had positive relationships with parents and students by supporting their special education programs in the PASD for 12 years as an administrator. I attended IEP meetings, met with students who had discipline issues, and was an advocate to students/staff/parents supporting special education programs. I developed extra-curricular activities such as buddy baseball and buddy kickball so I was able to relate to families outside the school setting."
- "Stressed the importance of being able to reach them as a continued resource for them in assisting them accessing services. Stressed the need for both the student's and the parent's cell numbers for the future and this was the easiest way to reach the students."
- "Met with the student's special education teacher to discuss a good time to meet with students and to gain more information about students that I may not have known."

Create Familiarity

- ☑ Explained to students and/or parents that they are helping other students like themselves by answering the questions on the PaPOS.
- ☑ Shared PaPOS survey with students and/or parents so they knew what questions would be asked and that the information being asked is legitimate, not a scam for personal information.
- ☑ Practiced completing the PaPOS interview with the student and/or parents.
- ☑ Showed students and/or parents specific examples of how PaPOS information can be used to make school better.
- ☑ Identified the person who had a relationship with the hardest-to-find-youth and asked that person to inform the youth of the PaPOS process and/or conduct the survey/conduct the survey.

LESSONS LEARNED

- "I received the surveys and took sincere interest in completing the activity. I wanted to know personally what students accomplished after HS. It gave me a reason to congratulate my HS staff on a job well done. We were proud of the results of the surveys and I provided this information at a staff meeting. Cheers to our staff!"
- "Reviewed the actual survey with the students and parents in a meeting prior to completing the survey."
- "During senior staffing, we discussed the PaPOS surveys and informed students that I would be notifying them after graduation/leaving to complete the survey."
- "One of our 12th grade support teachers put the PAPOS survey questions on a word document that could be emailed to some students and it seemed to make it easier for them to send it back. Even if they did not email it back, they had the questions if we reached them by phone so it was easier to conduct the interview. For most of our students, our first attempt at reaching them was from school personnel who knew them well. Some of our hard to find students who had worked with a support counselor were willing to speak to her when they heard she was trying to contact them from a former classmate, a friend who was still in school or email. We also did make some late afternoon/early evening calls for those we did not reach during the day."

Administrative Considerations:

Timelines and Procedures

Post School Survey Collection Window

No earlier than one year after the Cohort 1 student left school through no later than September 23, 2022

This shift better ensures that youth being surveyed have experienced one full year's benefit of time and experiences prior to responding to the PA Post-School Outcomes Survey

What does this look like?

Graduated: June 4, 2021

Contact window is
June 6, 2022 – September 23, 2022

Administrative Considerations

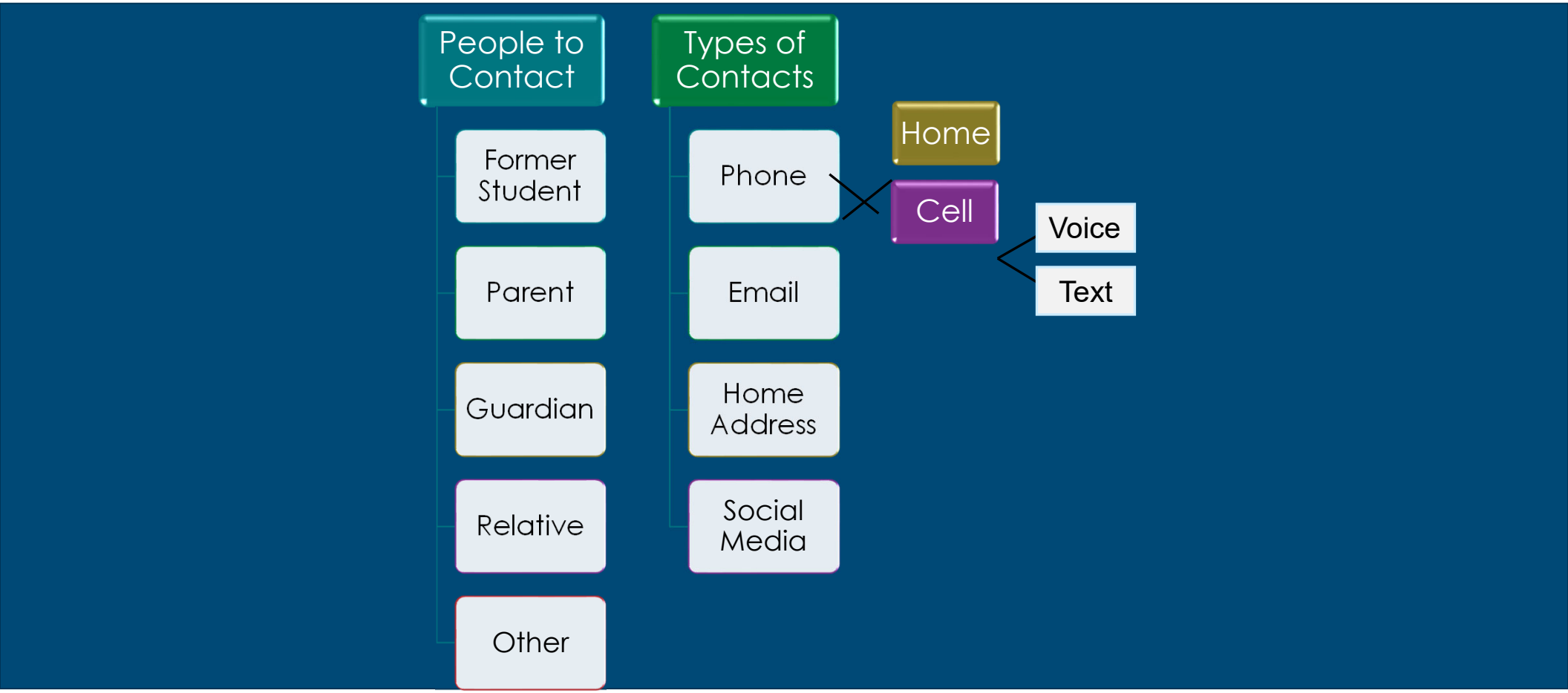
The Post-School Survey should be administered in an interview fashion by an individual familiar with the student being interviewed.

If a student's disability limits his/her ability to respond accurately to the survey questions, another individual can assist the student in answering the student survey questions.

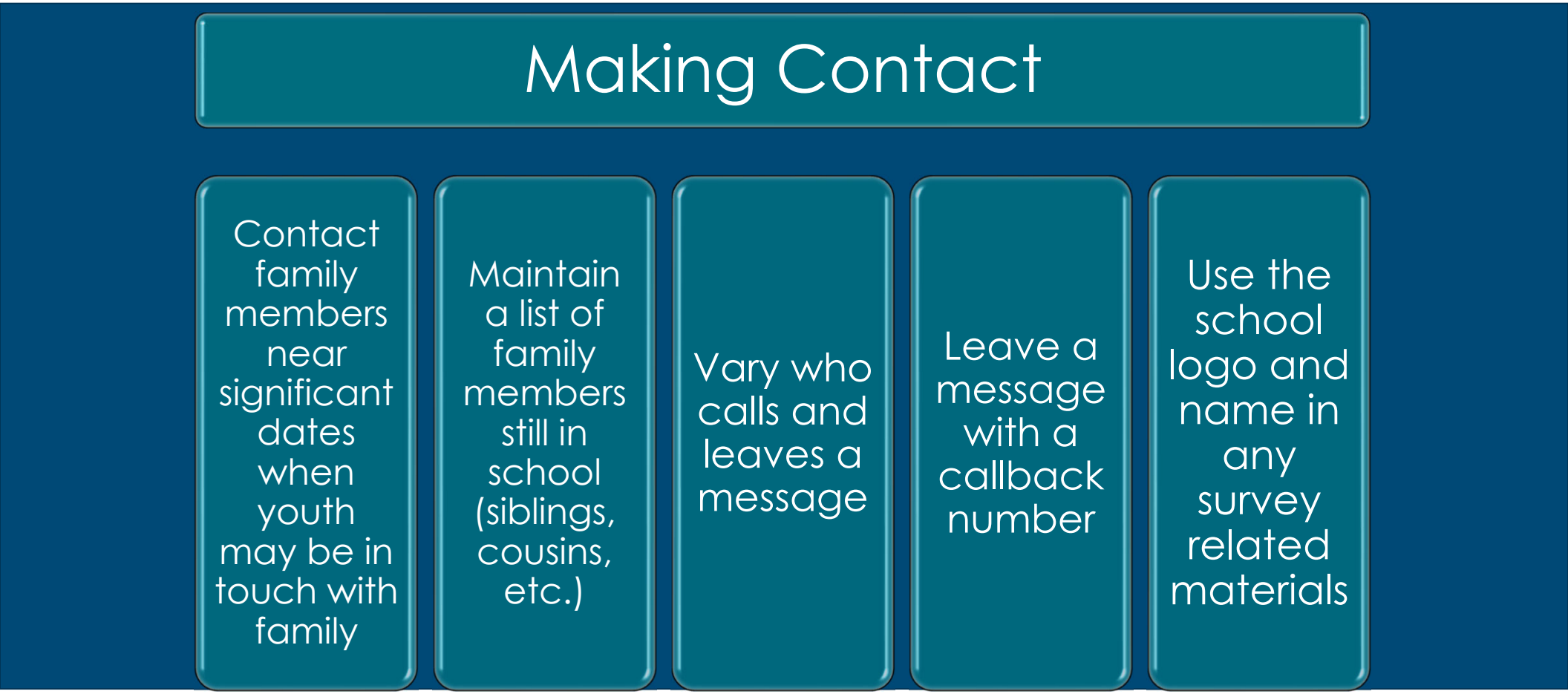
Example of 3 Specific Contacts

Date	Person Contacted	Means of Communication
July 1, 2022	Billy Jones (student)	Former Student's Cell Phone
July 15, 2022	Billy Jones (student)	Social Media
Sept 1, 2022	Megan Jones (mother)	Home Phone Number

Recommendations for Collection of 3 Contacts



A Review of NTACT-C Strategies



Representative Completion Rates

Crucial to make sure that LEA has high return rate for various demographic areas including:

Dashboard Views

LEAs will have instant access to the following data via Leader Services:

- % of Post-School Surveys completed/submitted
- % of Post-School Surveys completed/submitted disaggregated by
  - Gender
  - Disability Category
  - Race

PaPOS Post Survey Submission Target Dates

DATE	PROCEDURE
No earlier than one year after the student left school	LEAs may begin administering the post-school survey
May 13, 2022	Leader Services online system opens
August 9, 2022	Data entry status information sent to Cohort 5 LEAs (Recommendation: at least 50% completed and submitted)
September 23, 2022	All post-school surveys completed and submitted via Leader Services. Leader Services online system closes (COB)

Additional Strategies/ Recommendations

- ✓Develop a plan in the spring
  - ✓Who will contact the youth?
    - ✓Utilize 11/12 month employees
      - ✓Administrators, Guidance Counselors, Clerical staff, etc.
  - ✓When will they contact the youth?
    - ✓Be aware of the submission target dates
    - ✓Develop a timeline of contacting youth and submitting the surveys to a central person based on the target dates
  - ✓How will they contact the youth?
- ✓Make sure your staff are aware of the various ways to contact youth
- ✓Monitor the progress throughout the summer

Examples of Staff Incentives

York City

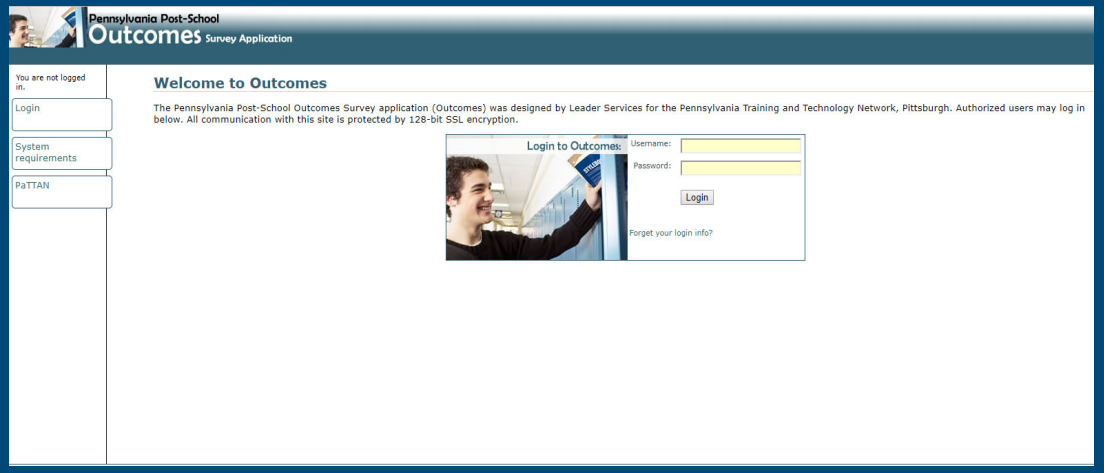
Questions?

Please enter any initial questions you may have at this time in the Q & A.

Online Reporting

Administering POST Surveys in Leader Services

Accessing The Online Survey



PaPOS Login Link

Login Information

Identified LEA contacts will receive an email that shows both the username and password during the week of 5/92022

PaTTAN
Pennsylvania Training and Technical Assistance Network

3190 William Pitt Way
Pittsburgh PA 15238-1360
412-826-2336 ■ 800-446-5607
www.pattan.net

Date

LEA

Dear:
This is a reminder that you are to complete the PaPOS Exit Surveys for Cohort 3 between March 1 and June 30, 2019. All information will be available electronically to you through Leader Services on March 1. You can find the webinar from the February 20, 2019 PaPOS Exit Surveys on this site to review:
https:/

Here is your USERNAME and PASSWORD for your LEA. These are LEA specific, not person specific. If you have any questions, please contact: Paula Quinn, PaPOS@pattanpgh.net, 800-446-5607 x6880

USER NAME:
PASSWORD:

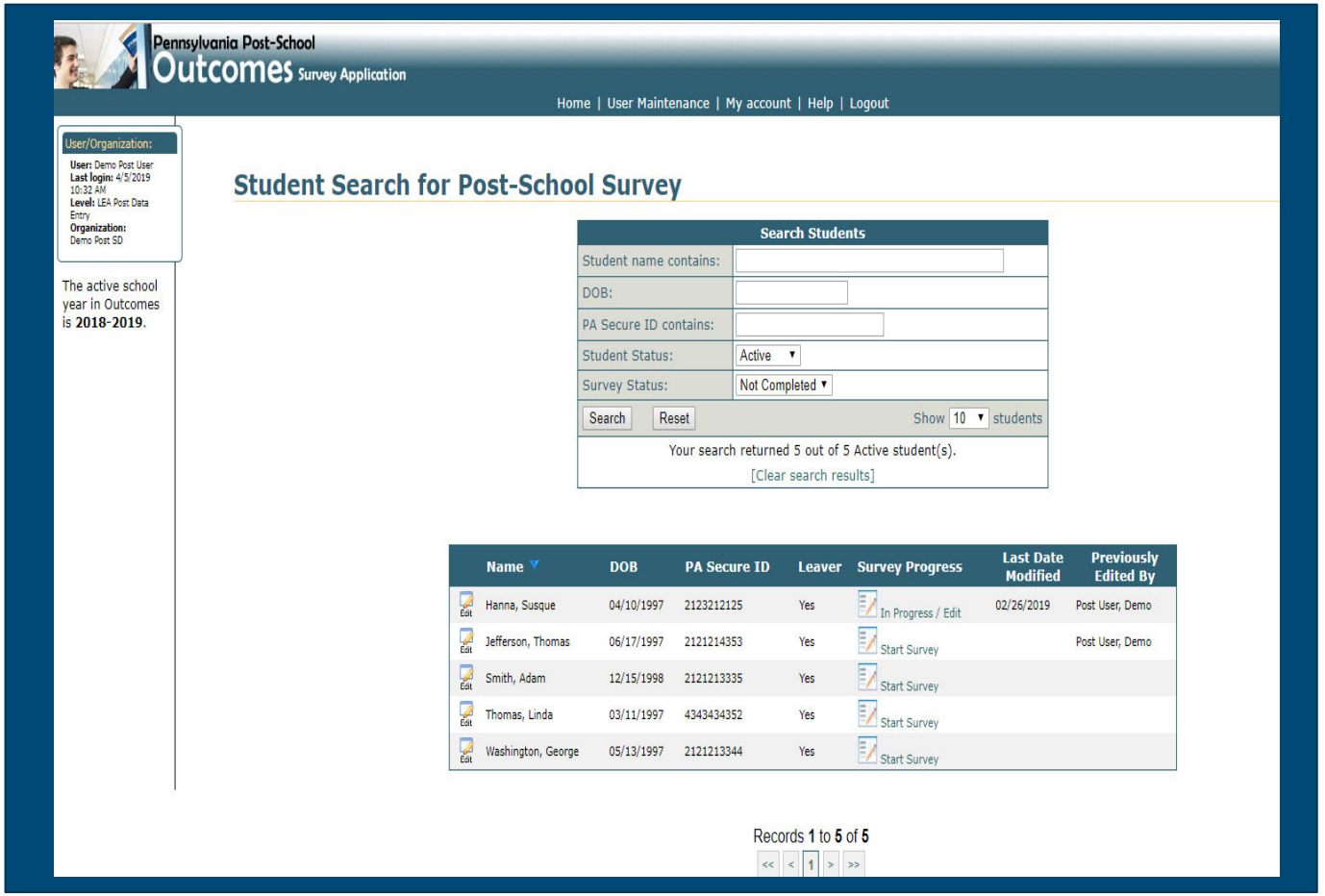
Here is the link for Leader Services Outcomes:
https://apps.leaderservices.com/_outcomes/

Paula Quinn
Paula Quinn | Secretary to Educational Consultants
Pennsylvania Training and Technical Assistance Network (PaTTAN)
3190 William Pitt Way | Pittsburgh, PA 15238
412.826.6880 (direct line) | 800.446.5607 (in PA only)
www.pattan.net

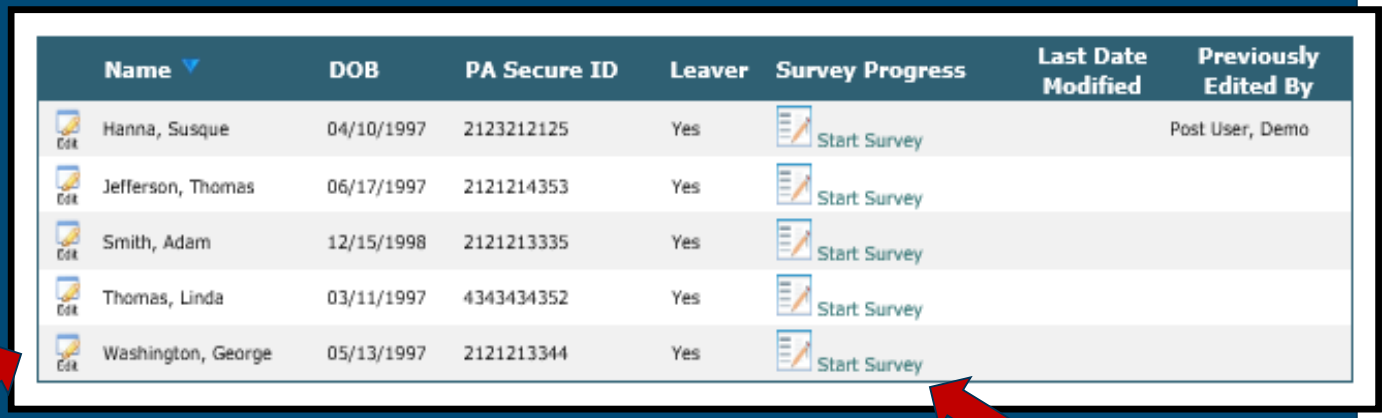
The mission of the Pennsylvania Training and Technical Assistance Network (PaTTAN) is to support the efforts and initiatives of the Bureau of Special Education, and to build the capacity of local educational agencies to serve students who receive special education services.

You can begin entering data in the leader services system beginning 5/13/22

When you login…



Getting Started



	Name	DOB	PA Secure ID	Leaver	Survey Progress	Last Date Modified	Previously Edited By
Edit	Hanna, Susque	04/10/1997	2123212125	Yes	Start Survey		Post User, Demo
Edit	Jefferson, Thomas	06/17/1997	2121214353	Yes	Start Survey		
Edit	Smith, Adam	12/15/1998	2121213335	Yes	Start Survey		
Edit	Thomas, Linda	03/11/1997	4343434352	Yes	Start Survey		
Edit	Washington, George	05/13/1997	2121213344	Yes	Start Survey		

Edit: edits the student demographic data

Start Survey or **In Progress/Edit:** edits the actual survey

Former Student Contact Information

Former Student's Contact Information:

District: Demo Post SD	
Former Student's Name:	Susque Hanna
Home Phone:	555-555-0135
Cell Phone:	555-555-5555
Email Address:	demotest@gmail.com
Street Address:	22 W. Market Street
City:	Harrisburg
State:	Pennsylvania
Zip Code:	33333

This is the information that should be used to contact the former student. If the contact information is incomplete or is incorrect to the extent that you cannot reach the student, refer to the most recent student records for the correct information.

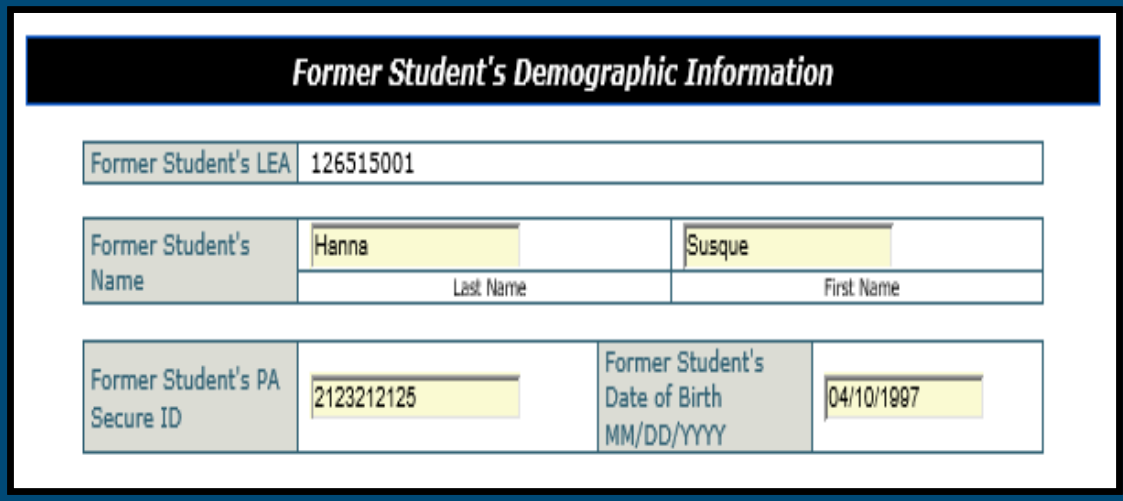
The LEA is required to make 3 unique attempts to contact the former student.

Primary Contact Information

Primary Contact Information:

First Name:	Hannah Hanna
Relationship to Student:	mom
Home Phone:	555-555-5555
Cell Phone:	555-555-5555
Email Address:	demotest@gmail.com
Street Address:	22 W. Market Street
City:	Harrisburg
Zip Code:	33333

Former Student's Demographic Information

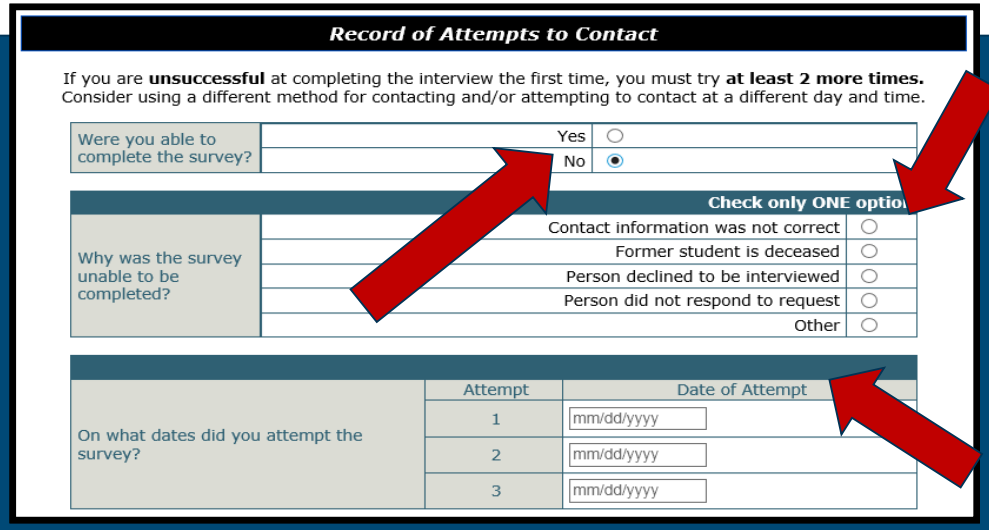


If any of the demographic information is incorrect, edit in Leader Services

Record Attempts: Survey Complete

If you are able to contact the student and complete the survey with the student, you will click on the **Yes** box and then simply fill out the date(s) you attempted to reach the student

Record of Attempts: Survey NOT Completed



Record of Attempts to Contact

If you are **unsuccessful** at completing the interview the first time, you must try **at least 2 more times.** Consider using a different method for contacting and/or attempting to contact at a different day and time.

Were you able to complete the survey?	Yes	○
	No	◉

	Check only ONE optio	
Why was the survey unable to be completed?	Contact information was not correct	○
	Former student is deceased	○
	Person declined to be interviewed	○
	Person did not respond to request	○
	Other	○

	Attempt	Date of Attempt
On what dates did you attempt the survey?	1	mm/dd/yyyy
	2	mm/dd/yyyy
	3	mm/dd/yyyy

If you are <u>unable</u> to contact the former <u>unable</u> to complete the survey, click on the **<u>No</u>** box, the reason(s) why the survey was not completed and the 3 unique date(s) you attempted to reach the former student.

.

Dates must be at least one year AFTER student left school

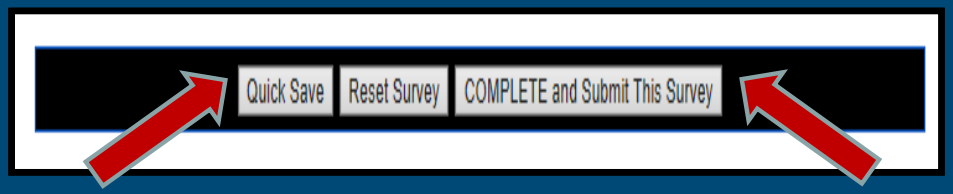
Record of Attempts: Survey NOT Completed

If you are unable to complete the survey after 3 attempts, you have fulfilled the requirement for the Post School Survey for this former student.

Complete and Submit this Survey

After you check the box NO that states you were NOT able to complete the survey with the former student, the reason(s) why the survey was not completed and the 3 unique date(s) you attempted to reach the former student, you do not need to answer any additional questions on the survey. Simply scroll to the bottom of the survey and Click **COMPLETE and Submit This Survey**

Options Other Than Complete and Submit



Quick Save allows you to save your work and come back to it later.

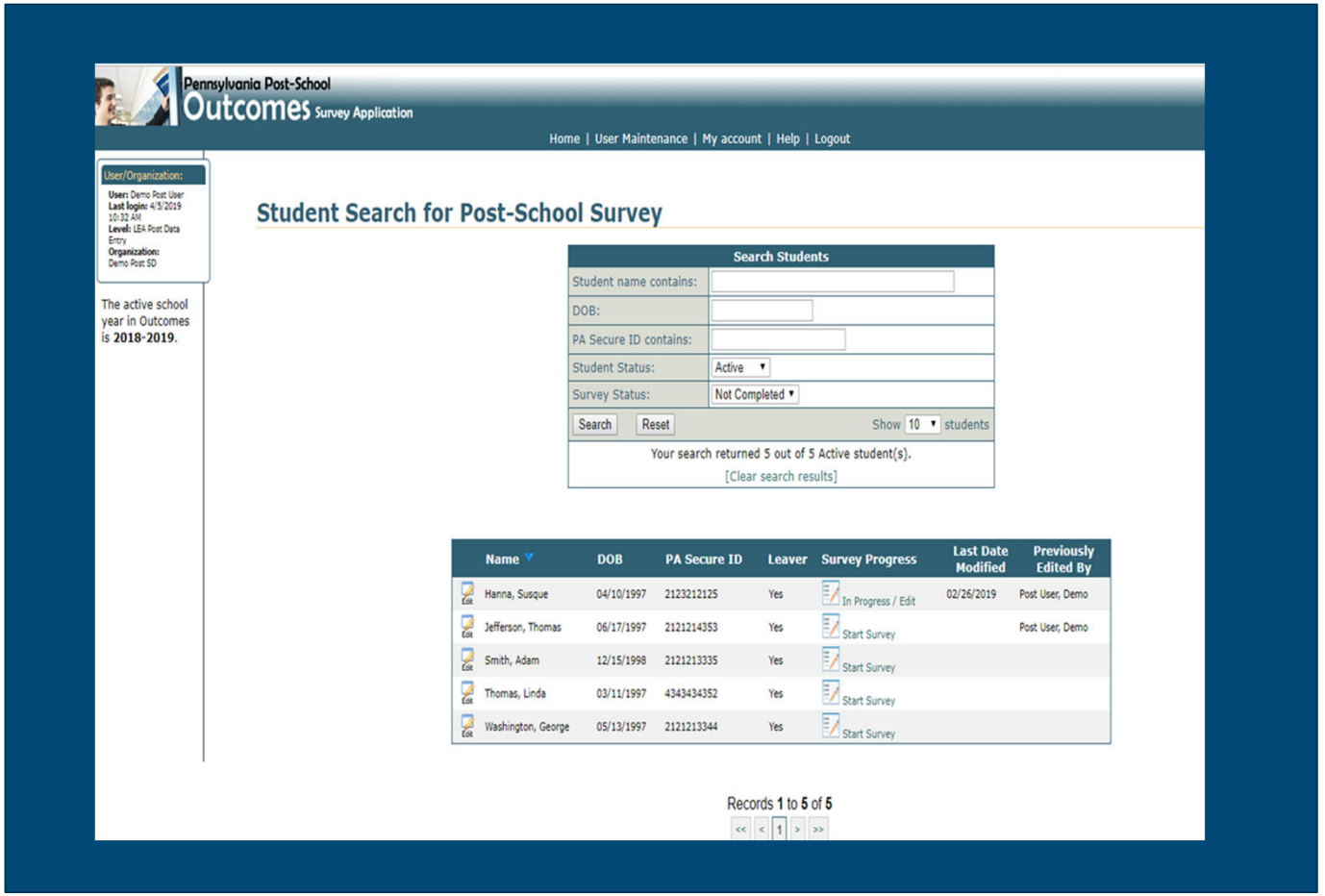
You must hit **COMPLETE and Submit This Survey** in order to submit the record to Leader Services

Reset Survey allows you to go back to the original information that was in the system prior to it being saved.

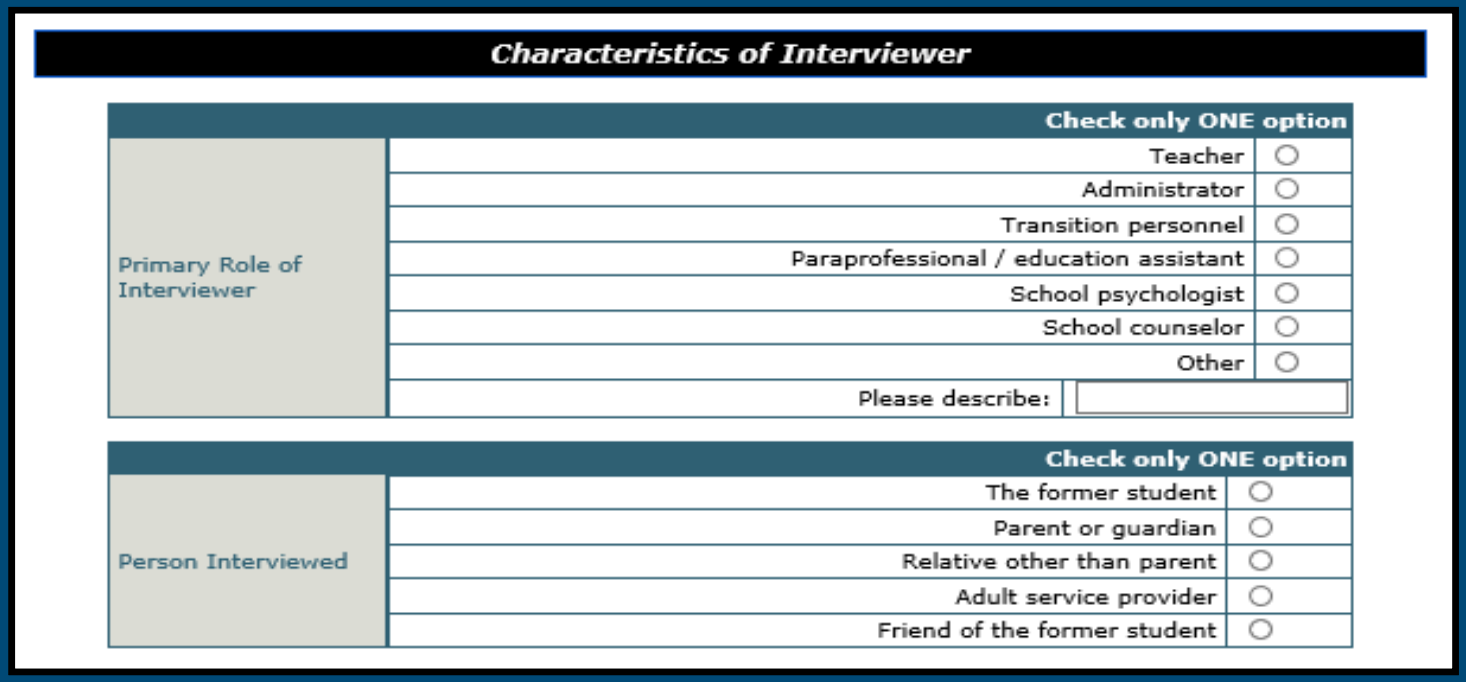
You must hit **COMPLETE and Submit This Survey** in order to submit the record to Leader Services

LEADER SERVICES

Let's Give It A Try. . .



Characteristics of Interviewer/Interviewee



Characteristics of Interviewer

		Check only ONE option
Primary Role of Interviewer	Teacher	○
	Administrator	○
	Transition personnel	○
	Paraprofessional / education assistant	○
	School psychologist	○
	School counselor	○
	Other	○
	Please describe:	

		Check only ONE option
Person Interviewed	The former student	○
	Parent or guardian	○
	Relative other than parent	○
	Adult service provider	○
	Friend of the former student	○

Check ONE option for the:

- Primary Role of the Interviewer and
- Person Interviewed

Questions on the Post-School Survey

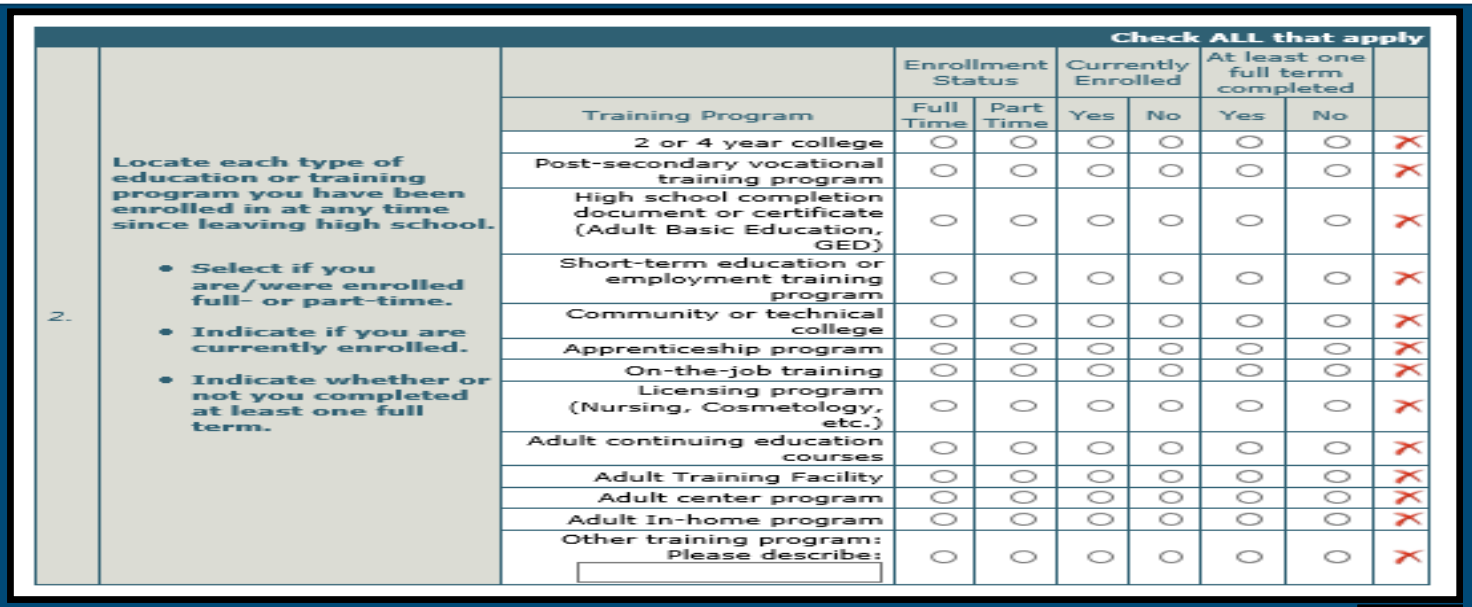
Logic is built into the survey that will let you know which questions you will need to answer based on how previous questions were answered

Postsecondary Education and Training Question 1

		Check only ONE option	
1.	Since leaving high school have you enrolled in any type of education or training program?	No	○
		Yes, currently enrolled	○
		Yes, but not currently enrolled	○

There is logic associated with this question. Your response will determine which additional questions related to post secondary education and training you will need to answer.

Postsecondary Education and Training Question



2.	Locate each type of education or training program you have been enrolled in at any time since leaving high school. • Select if you are/were enrolled full- or part-time. • Indicate if you are currently enrolled. • Indicate whether or not you completed at least one full term.	Training Program	Check ALL that apply: Enrollment Status – Full Time	Enrollment Status – Part Time	Currently Enrolled – Yes	Currently Enrolled – No	At least one full term completed – Yes	At least one full term completed – No	
		2 or 4 year college	○	○	○	○	○	○	✗
		Post-secondary vocational training program	○	○	○	○	○	○	✗
		High school completion document or certificate (Adult Basic Education, GED)	○	○	○	○	○	○	✗
		Short-term education or employment training program	○	○	○	○	○	○	✗
		Community or technical college	○	○	○	○	○	○	✗
		Apprenticeship program	○	○	○	○	○	○	✗
		On-the-job training	○	○	○	○	○	○	✗
		Licensing program (Nursing, Cosmetology, etc.)	○	○	○	○	○	○	✗
		Adult continuing education courses	○	○	○	○	○	○	✗
		Adult Training Facility	○	○	○	○	○	○	✗
		Adult center program	○	○	○	○	○	○	✗
		Adult In-home program	○	○	○	○	○	○	✗
		Other training program: Please describe:	○	○	○	○	○	○	✗

Check as many training programs that apply to this particular student but for each one checked, make sure all three areas (status, currently enrolled and one full-term completed) are all addressed

clears the row

Postsecondary Education and Training Question 3

		Check ALL that apply	
3.	**Why did you not enroll in an education or training program since leaving high school?**	Did not meet prerequisites for school	☐
		Employed	☐
		Stay-at-home parent	☐
		In jail or prison	☐
		Unable to complete training program/dropped out of program	☐
		Lack of transportation	☐
		Limited funds	☐
		I am not interested	☐
		Other: Please describe:	☐

Check the reason(s) why the student did not enroll in an education or training program since leaving high school. Multiple responses are permitted.

Postsecondary Education and Training Question 4

		Check ALL that apply	
4.	**Why have you not completed at least one term in an education or training program?**	Was not benefitting from the course	☐
		Change in employment status	☐
		Illness/medical issues	☐
		In jail or prison	☐
		Lack of transportation	☐
		Limited funds	☐
		Did not receive necessary accommodations	☐
		Term is still in progress	☐
		Other: Please describe:	☐

Only complete this question if the student did not complete at least one term in an education or training program (from Question #2). Multiple responses are permitted.

Postsecondary Education and Training Question 5

		Check ALL that apply	
5.	**Which accommodations have you received in your education or training program(s) since high school?** *If you were enrolled but did not receive accommodations, select None.*	A note-taker	☐
		Extra time on tests or assignments	☐
		Books on tape	☐
		Electronic textbooks read to me using a computer	☐
		A tape recorder	☐
		A reader	☐
		Someone writing for me during test	☐
		Personal care attendant	☐
		Sign language interpreter	☐
		Assistive technology: Please describe:	☐
		Other: Please describe:	☐
		None	☐

Check all accommodations that the former student received in a post-secondary education or training program.
Multiple responses are permitted.

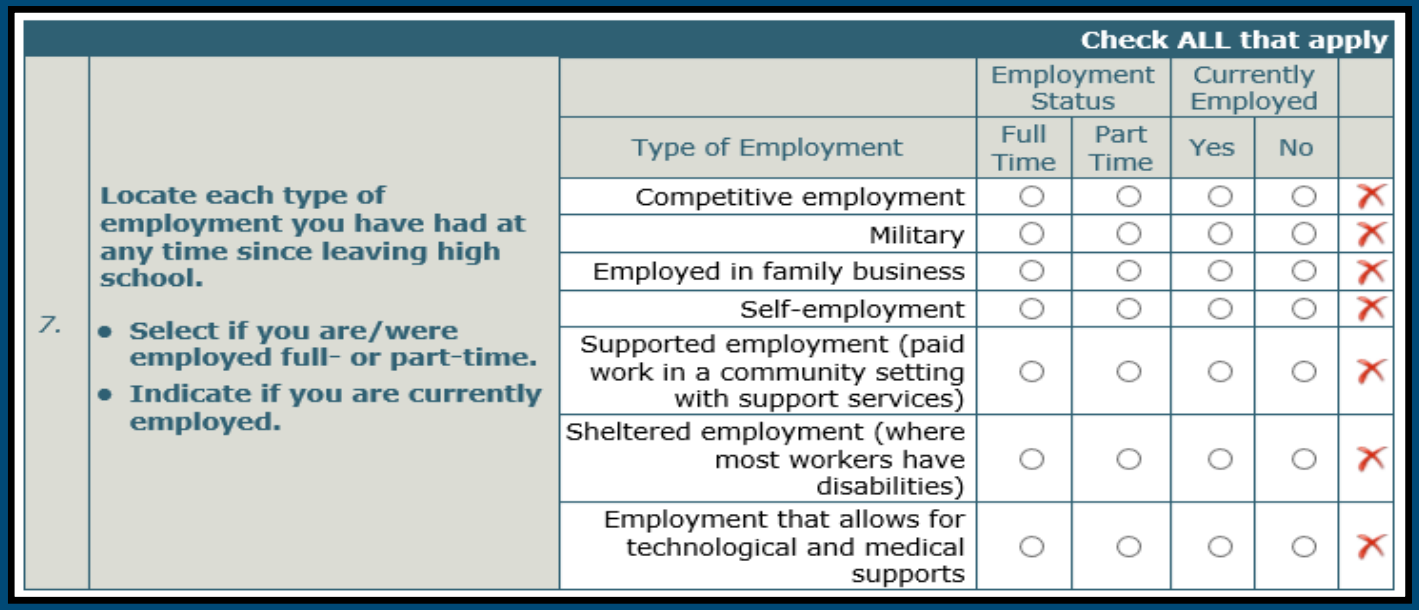
Employment Question 6

		Check only ONE option	
6.	**Since leaving high school have you been employed?**	No	○
		Yes, currently employed	○
		Yes, but not currently employed	○

There is logic associated with this question. Your response will determine which additional questions related to employment you will need to answer.

HM1

Employment Question 7



		Check ALL that apply				
			Employment Status		Currently Employed	
		Type of Employment	Full Time	Part Time	Yes	No
7.	**Locate each type of employment you have had at any time since leaving high school.** • **Select if you are/were employed full- or part-time.** • **Indicate if you are currently employed.**	Competitive employment	○	○	○	○
		Military	○	○	○	○
		Employed in family business	○	○	○	○
		Self-employment	○	○	○	○
		Supported employment (paid work in a community setting with support services)	○	○	○	○
		Sheltered employment (where most workers have disabilities)	○	○	○	○
		Employment that allows for technological and medical supports	○	○	○	○

Check as many employment opportunities that apply to this particular student but for each one checked, make sure both areas (status and currently employed) are addressed

Slide 59

HM1 This slide need to change the graphic with the new survey info
Hillary Mangis, Ph.D., 4/8/2019

Employment Question 8

		Check ALL that apply	
8.	**Why are you not currently employed?**	Enrolled in a post secondary education/training program	☐
		Looking for a job, but can't find one	☐
		Stay-at-home parent	☐
		In jail or prison	☐
		Laid off	☐
		Lack of transportation	☐
		I am not interested	☐
		Fear of losing benefits	☐
		Other: Please describe:	☐

Check the reason(s) why the student is not or has not been employed since leaving high school. Multiple responses are permitted.

Employment Questions 9, 10, & 11

		Check only ONE option	
9.	*Since leaving high school, have you been employed for a total of at least 90 days? (The days do not have to be consecutive and could be from multiple jobs.)*	Yes	○
		No	○

		Check only ONE option	
10.	**On average, how many hours do/did you work in a week? (If you have more than one job, add the hours to find the total number of hours worked per week.)**	1 - 19 hours per week	○
		20 - 35 hours per week	○
		36 - 40 hours per week	○
		41 or more hours per week	○

		Check only ONE option	
11.	**Were you paid at least minimum wage ($7.25)?**	Yes	○
		No	○
		Choose not to answer	○

Employment Question 12

		Check ALL that apply	
12.	**Which accommodations have you received at your place of employment since leaving high school?** *If you were employed, but did not receive accommodations, select None*	Job Coach	☐
		Mentor	☐
		Equipment modifications	☐
		Picture directions	☐
		Modified schedule	☐
		Personal care attendant	☐
		Sign language interpreter	☐
		Extra time to complete job tasks	☐
		Assistive technology Please describe:	☐
		Other: Please describe:	☐
		None	☐

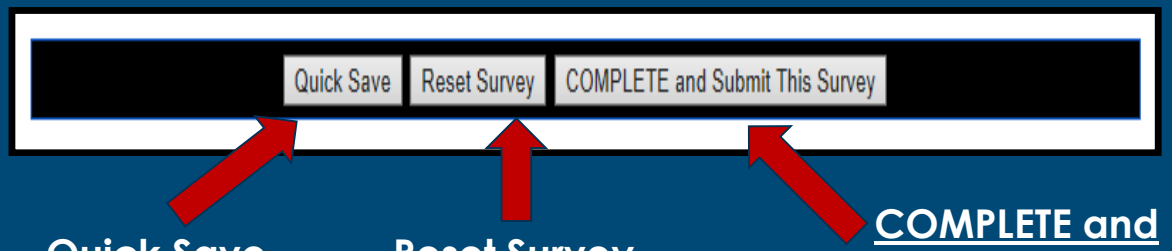
Check all accommodations that the former student received in an employment setting.
Multiple responses are permitted.

Independent Living Question 13

		Give one rating for each of the following				
13.	How much help do you need with each of these activities?	Activities	Can do Independently	Can do with assistance	Dependent on others to do	N/A - Do not take part in this activity
		Housework	○	○	○	○
		Making appointments	○	○	○	○
		Money management	○	○	○	○
		Personal hygiene	○	○	○	○
		Meal planning and preparation	○	○	○	○
		Decision-making	○	○	○	○
		Maintaining health and fitness	○	○	○	○
		Arranging transportation	○	○	○	○
		Participating in recreation/leisure activities	○	○	○	○
		Involvement in community organizations	○	○	○	○
		Voting	○	○	○	○

Ask the students to rate themselves on each of the activities listed. The student must rate each of the activities and only one rating can be given per activity. If the student chooses not to participate, check N/A.

Remember …

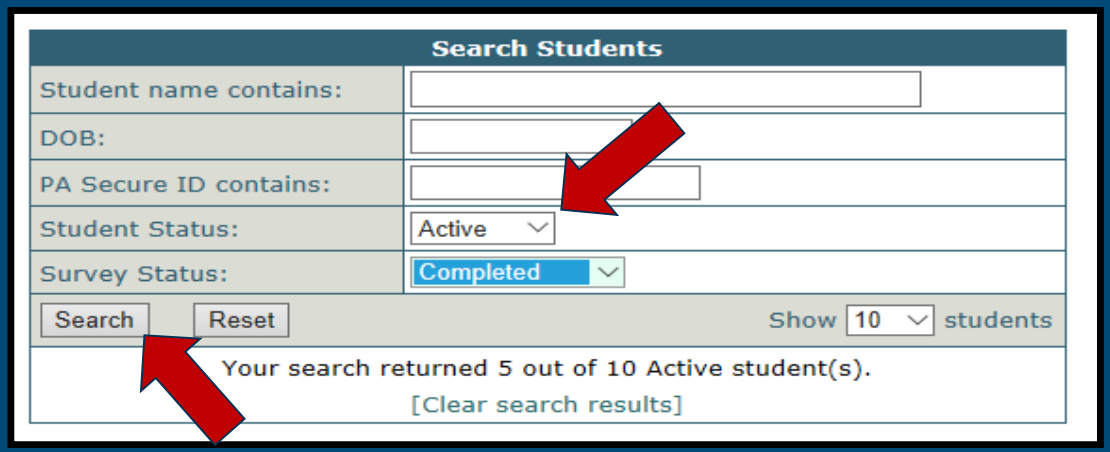


Quick Save allows you to save your work and come back to it later.

Reset Survey allows you to go back to the original information that was in the system prior to it being saved.

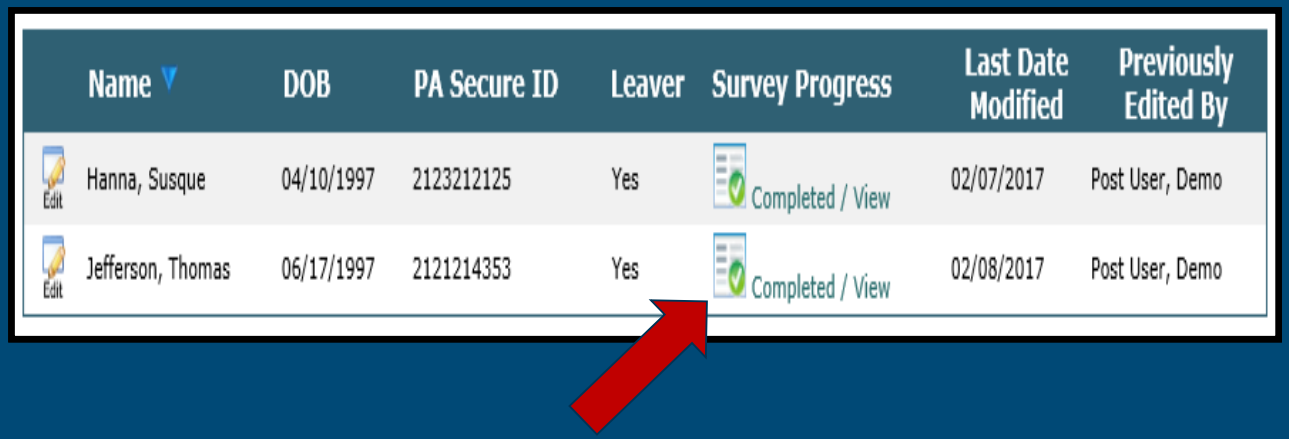
COMPLETE and Submit This Survey should be used when the survey is completed and needs to be submitted to Leader Services

Verification of Completed and Submitted Surveys



If you want to double check to make sure you've completed and submitted your surveys correctly, you can do a search of **Completed** records, and click **Search**

Survey Progress



	Name	DOB	PA Secure ID	Leaver	Survey Progress	Last Date Modified	Previously Edited By
Edit	Hanna, Susque	04/10/1997	2123212125	Yes	Completed / View	02/07/2017	Post User, Demo
Edit	Jefferson, Thomas	06/17/1997	2121214353	Yes	Completed / View	02/08/2017	Post User, Demo

All completed and submitted surveys for the 2021-2022 school year should be coded as Completed/View with a green check. You are no longer able to do any edits to a survey after it has been completed.

Online Reporting Questions?

Please enter any questions regarding online reporting you may have in the Q & A.

RECAP PaPOS Post Survey Submission Target Dates

DATE	PROCEDURE
No earlier than one year after the student left school	LEAs may begin administering the post-school survey
May 13, 2022	Leader Services online system opens
August 9, 2022	Data entry status information sent to Cohort 5 LEAs (Recommendation: at least 50% completed and submitted)
September 23, 2022	All post-school surveys completed and submitted via Leader Services. Leader Services online system closes (COB)

PaTTAN
Pennsylvania Training and Technical Assistance Network

Contact Information

Technical Support via Leader Services:
outcomes@leaderservices.com

For PaPOS Content Questions:
PAPOS@pattanpgh.net

LEADER SERVICES
A Division of LDP Inc.

Commonwealth of Pennsylvania
Tom Wolf, Governor