



TRANSITION

Services Self-Assessment Tool

October 22nd, 2019

Dear Special Educator Director,

You are receiving this letter because of your leadership role in supporting teachers and practitioners who are serving secondary age students with disabilities (including students on IEP's and 504 plans). Thank you for all that you do! The purpose of this letter is to: (1) introduce you to a statewide data collection initiative designed to help build a stronger transition system for students with disabilities in Washington; (2) provide you with information on the timeline and procedures of this initiative; and (3) provide you with contact information should you have any questions or concerns.

Introduction and Overview

This fall – in partnership with the Office of Superintendent of Public Instruction (OSPI) and Washington State University (WSU) – the Washington Division of Vocational Rehabilitation (DVR) will be using the Transition Services Self-Assessment Tool (TSAT) to complete a statewide evaluation of Pre-Employment Transition Services in Washington.

The TSAT is a school-level, web-based, 20-30-minute survey that is designed to collect information on various school-based transition services and programs. The instrument is designed to be completed by one or more transition services expert at each secondary school in Washington. For the purposes of this initiative, a transition services expert includes a person within a school who has comprehensive knowledge about the transition services and programs that are offered to students by their school, and the extent to which these services are available to students with disabilities (including students on 504 plans) and coordinated with VR. These individuals will also have the opportunity to provide input on additional information and supports they would like to receive. We are looking for honest answers to each question, and responses will not be used to evaluate job performance.

Upon completing the survey, respondents will be provided the opportunity to download a visually appealing summary report of their responses, and a capacity building guide that can help school teams use these data to identify and address service gaps. Respondents will also be provided the opportunity to invite another person from their school to offer their input by completing the TSAT, and to express their interest in participating in an interview or focus group that will be conducted early next year.

Furthermore, after data collection efforts are complete, a final report that summarizes statewide and regional availability, accessibility and coordination of school-based pre-employment transition services (including areas needed for additional support from VR) will be made available statewide. Additionally, should a district administrator be interested in a summary report that is specific to their district, avenues to request this information will be made available.

Timeline

The data collection efforts will begin during the first two weeks of November and extend through the end of December, and into January if needed. The data collection efforts will be coordinated by DVR Regional Transition Consultants, who will be sending an invitation and survey link to the contact person they have for each school. In most circumstances, their contact person will be the “transition services expert”; however, in some circumstances, the recipient of the email will need to forward the invitation to a different person, or a team of people, who best represent each schools “transition services experts”.

Questions or Concerns

We understand that you may have questions or concerns about this project. For additional information please contact: transitiontool@wsu.edu, doylet@dshs.wa.gov, or tania.may@k12.wa.us.

Sincerely,

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