



Building Capacity for Effective Secondary Transition Planning and Practice: Chavez Case Study

Step 1: GET FEEDBACK!

- Become besties with your OSSE monitor.
- Go to every PD that OSSE offers.
- Bother Jennifer Carpenter and Rebecca Foster!
- Get to know the SpEd Coop team.
- Attend the Secondary Transition events at the yearly SpEd Coop PD.
- Become friends with schools that are doing it well.

Step 2: DEVELOP YOUR TEAM & YOUR TOOLS!

- Analyze your weaknesses and start somewhere. Done is better than perfect.
- Pick battles you know you can win:
 - Name which assessments are already being done.
 - Dictate assessments - take the guesswork out of it!
- Pick low-hanging fruit:
 - Give case managers sentence starters, checklists, easy & sticky language to replicate.
- Mini-PDs, Memos, Office Hours, Checklists
- Keep a spirit of development at all times! Praise growth!

Step 3: BUILD ACCOUNTABILITY CHECKPOINTS!

- Prioritize what you are looking for, so you can look for it!
- Communicate 7 times in 7 different ways what the most important changes are.
- Intensive Technical Assistance is actually a good thing!
- Advocate for and identify leadership for Secondary Transition work.

Step 4: BUILD YOUR PROGRAM & YOUR RELATIONSHIPS!

- Pilot a Secondary Transition Class.
- Locate opportunities where you can incorporate Secondary Transition activities.
- Meet with RSA.
- Meet with Dr Foster. (Participate in everything she sponsors!!!)
- Make sure you get the DC SpEd Coop emails.

GOALS & NEXT STEPS FOR MY LEA: