



NTACT: the Collaborative

Transition Coalition Self-Study: *Developing Local Partnerships with Schools*

Spring 2021

Registration Due	Thurs., Jan. 14, 2021
Facilitator Orientation Webinar REQUIRED	Tues., Feb. 2, 2021 at 10:00-10:30 AM or 4:00-4:30 PM Central Time
Week 1	Feb. 8, 2021
Week 6: Facilitator Coaching/REQUIRED	Mar. 15, 2021 at 10:00-10:30 AM or 4:00-4:30 PM Central Time
Week 12	May 3, 2021

REGISTRATION INFORMATION

Outcomes of the *Transition Coalition (TC) Self-Study*:

- Increased knowledge of interagency collaboration
- Improved student outcomes by strengthening transition planning
- Development of a local partnership plan

A *Transition Coalition Self-Study* is:

- A team-directed professional development process that includes:
 - 6 weeks of applied learning, team discussions, reflection, and planning
 - 6 weeks of action plan implementation
- Teams alternate between learning on their own and group learning during team meetings
- Teams consist of **4-12 participants from a VR local or regional office**, guided by a facilitator
- Team facilitators receive ongoing support from Transition Coalition (TC); participate as a team member; coordinate team discussions and activities; ensure accountability; and collaborate with other facilitators online

Teams receive:

- Online webinars, conference calls, and a website to support team facilitators
- *TC Self-Study* print materials and guides
- Access to VR and transition experts, free online materials, tools, and other resources
- A certificate for 30 hours of TC training for each team member (including the facilitator) who completes the unit.
- CRC Credit is available upon completion of required *Self-Study* activities through **NTACT: C**.

Teams are required to:

- Identify a Self-Study **Facilitator** to participate in the orientation session and receive ongoing support from TC. The strongest facilitators have typically been VR personnel who specialize in transition and provide training/support to other VR personnel. .
- Identify a Self-Study **Team**. Team members can include people involved in transition planning and services such as:
 - VR Counselors
 - Local/Regional Managers
 - Pre-ETS personnel
 - Other VR personnel
 - School transition personnel
- Complete *TC Self-Study* activities within the specified time frame to achieve goals.

Return completed registration forms to tselfstudy@ku.edu



Transition Coalition Self-Study
Developing Local Partnerships with Schools

REGISTRATION

Instructions: Please complete by January 14, 2021 and return the registration to Transition Coalition at tselfstudy@ku.edu

Vocational Rehabilitation Office: City: State:

State VR Office:

Administrator/Supervisor

I agree to support the Transition Coalition Self-Study team by identifying at least 5 meeting times for team learning, discussions and action planning, and support individual team members to complete the On Your Own assignments. I agree to support this team to make improvements in local partnership planning.

Print Name: Signature:

Email:

TRANSITION SELF-STUDY FACILITATOR

I agree to support the Transition Coalition Self-Study team by using the Transition Coalition Self-Study Facilitator Guide; providing instructions to team members, facilitating discussions and action planning as described in the Facilitator Guide, and supporting individual team members to complete the TC Self-Study.

Name: Title:

Shipping Address (please no P.O. boxes):

City: State: Zip:

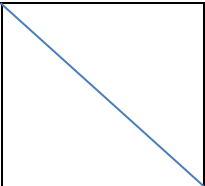
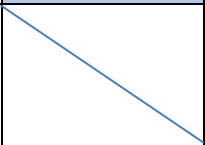
Phone: Email:

Signature:

At a Glance Timeline Example

Transition Coalition Self-Study: Developing Local Partnerships with Schools

State:		Team Name:		Date Completed:
Activity	Estimated Time for Completion	Meeting Time/Location	Tasks	
Facilitator Prep Week FACILITOR ONLY - REQUIRED <i>Week of Feb. 1</i>	3 hours	Facilitator Orientation February 2 nd 10 AM or 4 PM CST	Facilitator tasks: <ul style="list-style-type: none"> Participate in Facilitator Orientation (online) See Prep Week section of the <i>Facilitator Guide</i> 	
Week 1: TEAM <i>Week of Feb. 8</i>	1 hour	PLACE: TIME:	<ul style="list-style-type: none"> Finalize <i>*At-a-Glance Timeline</i> Create account on www.transitioncoalition.org Complete online <i>Self-Study Survey (Pre)</i> 	
Week 2: ON YOUR OWN <i>Week of Feb. 15</i>	3-5 hours	/	<ul style="list-style-type: none"> Complete online learning module Interagency Collaboration: The Groundwork Complete <i>My 3 Questions</i> Facilitator: Office Hours – Feb. 16 1-3pm CT 	
Week 3: TEAM <i>Week of Feb. 22</i>	1 ½ - 2 ½ hours	PLACE: TIME:	<ul style="list-style-type: none"> Discuss module and <i>My 3 Questions</i> Complete <i>*My 3 Questions Summary</i> Video Instruction: Building Your Local Partnership Complete <i>Local Partnership Implementation Practices</i> forms and <i>* Local Partnership Implementation Practices Summary</i> 	
Week 4: ON YOUR OWN <i>Week of March 1</i>	1-3 hours	/	<ul style="list-style-type: none"> Complete the <i>Local Partnership Resource Scavenger Hunt</i> Enter 3 resources into your team’s GoogleForm 	
Week 5: TEAM <i>Week of March 8</i>	1 ½ - 2 ½ hours	PLACE: TIME:	<ul style="list-style-type: none"> Review <i>Local Partnerships Resource Scavenger Hunt</i> and <i>Local Partnership Implementation Practices Summary</i> Complete <i>* Prioritize Team Goal</i> 	
Facilitator Coaching FACILITOR ONLY <i>Week of March 15</i>	1 hour	Facilitator Coaching March 15 10 AM or 4 PM CST	<ul style="list-style-type: none"> Facilitator: Participate in Facilitator Coaching 	
Week 6: TEAM <i>Weeks of March 15</i>	1 ½ - 2 ½ hours	PLACE: TIME:	<ul style="list-style-type: none"> Implement action steps, monitor and document completion of action steps. Complete <i>*SMART Goal-Setting</i> Watch Week 6 online presentation Complete <i>*Team Action Plan</i> 	

<p>Week 7-8: ON YOUR OWN <i>Weeks Mar. 22&29</i></p>	<p>1 ½ - 2 ½ hours</p>		<ul style="list-style-type: none"> • Facilitator: Schedule <i>Team Action Plan</i> check-in call with TC staff (plan for 15 minutes) • Implement action steps, monitor, and document completion of action steps. • Additional team meeting(s) as needed
<p>Week 9: TEAM <i>Week of April 5</i></p>	<p>1 hour</p>	<p>PLACE: TIME:</p>	<ul style="list-style-type: none"> • Meet to discuss progress, barriers, and problem-solve to keep working through action plan. • Facilitator: Office Hours – April 6 1-3pm CT
<p>Weeks 10-11: ON YOUR OWN <i>Weeks April 12&19</i></p>	<p>2-10 hours</p>		<ul style="list-style-type: none"> • Implement action steps, monitor and document completion of action steps. • Additional team meeting(s) as needed
<p>Week 12: TEAM <i>Week of May 3</i></p>	<p>1 ½ - 2 ½ hours</p>	<p>PLACE: TIME:</p>	<ul style="list-style-type: none"> • Report on <i>*Team Action Plan</i> • Score <i>*Goal Attainment Scale (GAS form)</i> • Complete <i>*Team Reflection & Next Steps</i> (online) • Celebrate success! • Complete online <i>Self-Study Survey (Post)</i>

***The facilitator will submit completed copies of these items to the Transition Coalition.**