

# At a Glance Timeline

## Transition Coalition Self-Study: IDEA & Secondary Transition

State:	Team Name:	Date Completed:	
Activity	Estimated Time for Completion	Meeting Time/Location	Tasks
Facilitator Prep Week FACILITOR ONLY <i>Week of September 13</i>	3 hours	Facilitator Orientation Tuesday, Sept. 14 10 am or 4 pm CT	<b>Facilitator tasks:</b> <ul style="list-style-type: none"> <li>Participate in Facilitator Orientation</li> <li>See Prep Week section of the <i>Facilitator Guide</i></li> </ul>
Week 1: TEAM <i>Week of September 20</i>	1 hour		<ul style="list-style-type: none"> <li>Finalize <i>*At-a-Glance Timeline</i></li> <li>Create account on <a href="http://www.transitioncoalition.org">www.transitioncoalition.org</a></li> <li>Complete online <i>Self-Study Survey (Pre)</i></li> </ul>
Week 2: ON YOUR OWN <i>Week of September 27</i>	3-5 hours		<ul style="list-style-type: none"> <li>Complete online learning module <u>Best Practices in Planning for Transition</u></li> <li>Complete <i>My 3 Questions</i></li> <li><b>Facilitator:</b> Office Hours – <a href="#">September 30th 1-3pm CT</a></li> </ul>
Week 3: TEAM <i>Week of October 4</i>	1 ½ - 2 ½ hours		<ul style="list-style-type: none"> <li>Discuss module and <i>My 3 Questions</i></li> <li>Complete <i>*My 3 Questions Summary</i></li> <li>Watch <u>Vu's IEP Review</u> online presentation</li> <li>Complete the <i>NSTTAC Indicator 13 Checklist: Form B</i> for <i>Vu's Noncompliant IEP</i></li> <li>Review <i>Vu's Compliant IEP</i></li> </ul>
Week 4: ON YOUR OWN <i>Week of October 11</i>	1-3 hours		<ul style="list-style-type: none"> <li>Complete the <i>NSTTAC Indicator 13 Checklist</i> for IEP #1</li> <li>Complete the <i>Indicator 13 Reflection</i></li> </ul>
Week 5: TEAM <i>Week of October 18</i>	1 -1 ½ hours		<ul style="list-style-type: none"> <li>Watch <u>Week 5 IEP Review Activity</u></li> <li>Complete <i>IEP Review Activity</i> (Googlesheet) for IEPs #2 &amp; #3</li> <li>Complete <i>*Transition Planning Prioritization</i></li> </ul>
Facilitator Coaching FACILITOR ONLY <i>Week of October 25</i>	1 hour	Facilitator Coaching October 25 10 AM or 4 PM CST	<ul style="list-style-type: none"> <li><b>Facilitator:</b> Participate in Facilitator Coaching</li> </ul>
Week 6: TEAM <i>Week of October 25</i>	1 ½ - 2 ½ hours		<ul style="list-style-type: none"> <li>Watch Week 6 online presentation</li> <li>Complete <i>*SMART Goal-Setting</i></li> <li>Complete <i>*Team Action Plan</i></li> </ul>
Week 7-8: ON YOUR OWN <i>Weeks November 1 &amp; 8</i>	1 ½ - 2 ½ hours		<ul style="list-style-type: none"> <li><b>Facilitator:</b> Schedule <i>Team Action Plan</i> check-in call with TC staff (plan for 15 minutes)</li> <li>Implement action steps, monitor, and document completion of action steps.</li> <li>Additional team meeting(s) as needed</li> </ul>
Week 9: TEAM <i>Week of November 15</i>	1 hour		<ul style="list-style-type: none"> <li>Meet to discuss progress, barriers, and problem-solve to keep working through action plan.</li> <li><b>Facilitator:</b> Office Hours – <a href="#">November 18th 1-3pm CT</a></li> </ul>
Weeks 10-11: ON YOUR OWN <i>Weeks Nov. 29-Dec 6</i>	2-10 hours		<ul style="list-style-type: none"> <li>Implement action steps, monitor and document completion of action steps.</li> <li>Additional team meeting(s) as needed</li> </ul>
Week 12: TEAM <i>Week of December 13</i>	1 ½ - 2 ½ hours		<ul style="list-style-type: none"> <li>Report on <i>*Team Action Plan</i></li> <li>Score <i>*Goal Attainment Scale (GAS form)</i></li> <li>Complete <i>*Team Reflection &amp; Next Steps</i> (online)</li> <li>Complete online <i>Self-Study Survey (Post)</i></li> </ul>

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