



Indicator 14: Policy & Procedure

1. INDICATOR 14 -

- A. Definition: Post Graduation Survey conducted by the PED to track post-secondary outcomes.
- B. The Public Education Department, Special Education Bureau conducts an annual State-Wide Follow-up Study, as a mandated requirement of the federally approved State Performance Plan to provide follow-up information about students who have exited the school. District Special Education Directors will receive a file containing survey instructions and contact information for students who responded to the tier 1 survey in the previous year. Districts are responsible for providing lists of students who exited school in the current school year to staff responsible for facilitating the survey
- C. HLHS will attempt to collect survey information in 2 ways
 - a. Tier 1 (Right at Graduation) staff will give a paper and/or Google survey to students at the end of their High School Experience
 - i. Graduates and Prospective Graduates will both be surveyed. Prospective graduate information may be collected via phone call or email
 - b. Tier 2 (1 year after graduation) Staff will collect survey data by either email or phone call to graduates and prospective graduates from HLHS in the previous year.
- D. Survey Data
 - a. Tier 1 data will be collected: between *April 1 and May 20, 2022*. Surveys must be entered online by **TBA**
 - b. Tier 2 Data Conduct and enter the Tier 2 survey between May 1 and Surveys must be entered online by **TBA**
 - c. HLHS Staff will input Data into the PED Indicator 14 portal

2. To Interviewer Staff:

As part of the Office of Special Education Programs (OSEP) results-based accountability process, OSEP requires states to gather information from students' one-year post-high school exit as part of our State Performance Plan Indicator 14. This survey is intended for students who have left high school or a transition program, not those currently enrolled in a secondary education program.

If the student is completing the survey by phone, and unless otherwise prompted, please read each survey question as written and read ALL OF THE ANSWERS and mark ONE RESPONSE per question.

Additional information for interviewer staff is provided below and the text will appear italicized. Please do not read instructional information to students.

****This data collection is used to determine your former students' post-school performance. Every effort should be made to contact all students in your sample. This may require more than three attempts using multiple means of outreach including social media, family, friends, emergency contacts, email, home visits, etc.**



Record the date, time, number called, contact status, initials, and any notes for each contact attempt.
 Example of how this could look as follows:

Student Name	Date	Time	Number Called	Status	Initials	Notes

Possible Script:

Student Name:

1. *Hi XXXXXXXXXXXX. My name is XXXXXXXXXXXXXXX and I am from [School or District Name]. I am calling to ask if you would be willing to complete a short survey over the phone about what you have been doing since leaving high school. Would it be possible for you to complete the survey over the phone? The survey will take about 10 minutes to complete.*
 - a. *If yes, ask: Do you have any questions before I begin? Begin the survey with Question 1 below.*
2. *If no, ask: Would you like to make an appointment to complete the survey at another time? What days and times are good for you?*
 - a. *If yes, schedule the appointment and confirm the student, parent, or family member's telephone number. (Date and time:)*
 - b. *If the student refuses to take part in the survey thank them for their time. Proceed to Overall Outcome of Call Attempts and select "Interview refused" to end the interview.*

What was the overall outcome of call attempts? Please select the appropriate response:

The outcome of Call Attempts

- A. Interview began
- B. The student is still enrolled in school (including receiving 18-21services)
- C. I called multiple times but no answer
- D. I called multiple times and left a message (LVM), no response
- E. Phone disconnected – using multiple sources
- F. Moved / No forwarding information
- G. Incarcerated
- H. Deceased
- I. No student/family contact information is available
- J. Interview refused