Indicator 13 Compliance
Transition Planning
FY19
Module # 3 – Team Members
Alignment with State Priorities

Georgia’s Systems of Continuous Improvement

Division Priority

IEP Development and Implementation
State Performance Plan (SPP) Indicator 13

Percent of youth with IEPs aged 16 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet those postsecondary goals, and annual IEP goals related to the student’s transition service needs. There also must be evidence that the student was invited to the IEP Team meeting where transition services are to be discussed and evidence that, if appropriate, a representative of any participating agency was invited to the IEP Team meeting with the prior consent of the parent or student who has reached the age of majority.
Transition in IDEA

• Component of the IEP
• Addresses critical elements on transition
• Federally mandated
• School district responsibility
Two Different Ways of Looking at Transition Planning

Compliance

Best Practices
Learning Targets

1. I can identify the individual team members who should be invited to the IEP meeting to discuss transition.
2. I can determine where to document in the IEP the team members who were invited and attended the meeting.
# Transition Documentation Checklist

**Georgia Department of Education**
**Division of Special Education Services**
**Compliance Unit**

<table>
<thead>
<tr>
<th>System</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>1. PS GOALS: EDUCATION/EMPLOYMENT</th>
<th>2. PS GOALS: EMPLOYMENT</th>
<th>3. PS GOALS: INDEPENDENT LIVING</th>
<th>4. IEP GOALS TO MEET PS GOALS</th>
<th>5. PS BASED ON TRANSITION ASSESSMENTS</th>
<th>6. TRANSITION SERVICES (ACTIVITIES) ACADEMIC TO FUNCTIONAL TO PS</th>
<th>7. FAMILY INVOLVEMENT TO FACILITATE TRANSITION</th>
<th>8. STUDENT INVOLVED TO IEP MEETING</th>
<th>9. AGENCY REPRESENTATIVE INVOLVED TO IEP MEETING</th>
<th>10. PARENTAL CONSENT REQUIRED</th>
<th>11. ALL AREAS COMPLIANT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Georgia Department of Education  
All Rights Reserved
<table>
<thead>
<tr>
<th>8. STUDENT INVITED TO IEP</th>
<th>9. AGENCY REP. INVITED TO IEP MEETING</th>
<th>10. PRIOR PARENTAL CONSENT - RE/ AGENCY REP.</th>
</tr>
</thead>
</table>

**Transition Documentation Checklist**

Georgia Department of Education
Division of Special Education Services
Compliance Unit

<table>
<thead>
<tr>
<th>System</th>
<th>Date</th>
</tr>
</thead>
</table>

|-------|-------------------------------|-------------------------|------------------------|-------------------|----------------------|---------------------------------------------|------------------|---------------------|------------------------------------------|---------------------|

Georgia Department of Education
All Rights Reserved

12/20/2018
Checklist Items 8, 9, 10

• **Item 8** – Student invited to the IEP Meeting

• **Item 9** – Agency Representative invited to the Meeting

• **Item 10** – Prior Parental Consent for Agency Representative to attend
Item 8 – Student invited to the IEP meeting

(5) THE IEP TEAM is a group of individuals that is responsible for developing, reviewing, or revising an IEP for a child with a disability. [34 C.F.R. § 300.23] The LEA shall ensure that each IEP Team meeting includes - (g) Whenever appropriate, the child with a disability. [34 C.F.R. § 300.321(a)(7)]

(6) TRANSITION SERVICES PARTICIPANTS.

In accordance with (5)(g) above, the LEA must invite the student with a disability to attend the student’s IEP Team meeting if a purpose of the meeting will be the consideration of the postsecondary goals for the student and the transition services needed to assist the student in reaching those goals. [34 C.F.R. §300.321(b)(1)]
Student invited to IEP meeting

Document that the student was invited to the meeting -

• Notice of Meeting

(a) If the student does not attend the IEP Team meeting, the LEA must take other steps to ensure that the student’s preferences and interests are considered. [34 C.F.R. § 300.321(b)(2)]
Item 9 – Agency Representative Invited to the IEP Meeting

(b) To the extent appropriate, with the consent of the parents or the adult student who has reached the age of 18, in implementing the transition requirements, the LEA must invite a representative of any participating agency that is likely to be responsible for providing or paying for transition services. [34 C.F.R. § 300.321(b)(3)]
Agency Representative

• Document that an agency representative was invited to the meeting -
  • Notice of Meeting
Agency Representatives

Agencies or other organization representatives who are likely to provide services and supports to students may be invited to attend IEP meeting to discuss transition and services/activities:

- Georgia Vocational Rehabilitation Agency (GVRA)
- Department of Behavioral Health and Developmental Disabilities (DBHDD)
- Mental Health Clinics
- Day Programs
- Employers
- Department of Family and Children Services
- Parent Mentors
- College Representatives
Item 10 – Prior parental consent for agency representative

• If an agency representative was invited, you must provide evidence that the parent gave consent for the invitation
  • Parent’s signature on Notice of Meeting documenting they consent to the invitation
Transfer of Rights upon Age of Majority

• Completed at least one year prior to the student’s 18th birthday
• At the IEP meeting when the student is 18 years old
Student and Parent involvement

• Ensure student involvement
• Engage the family
• Provide helpful resources
It’s a Plan!

• The transition plan is part of the IEP, not separate
• Plan early and discuss goals and activities accordingly and update as the student completes during the year
• Coordinate with the appropriate team members to ensure activities and services are being implemented
• Follow-up with the student and family
• Maintain communication with counselor
Questions?

Laurie Ponsell, Indicator 13 Compliance
(lponsell@doe.k12.ga.us)
Elise James, Transition Planning
(ejames@doe.k12.ga.us)

Georgia Department of Education
Division for Special Education Services and Supports