

A Checklist for Improving Your Annual Performance Report for Indicator 13*

*Percent of youth aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services that will reasonably enable the student to meet the postsecondary goals. (20 U.S.C. 1416(a)(3)(B))

Prepared by:

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*This document has been vetted by the Office of Special Education Programs

Overview of the Annual Performance Report Development

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|----|--|-----|----|
| 1. | Did you describe the process your state used to develop the APR? | Yes | No |
| 2. | Did the description include how <u>and</u> when your state will report to the public on the: | | |
| | a. Progress and/or slippage in meeting the “measurable and rigorous targets” found in the SPP? | Yes | No |
| | and | | |
| | b. Performance of each local education agency located in your state on the targets in the SPP? | Yes | No |
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FFY and Measurable and Rigorous Target

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|----|--|-----|----|
| | Did you insert the federal fiscal year for which data are being reported? | Yes | No |
| 1. | Did you insert the “measurable and rigorous target” for the FFY? (Note: Since I-13 is a compliance indicator, this must be 100%) | Yes | No |
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Actual Target Data for (insert FFY)

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|----|--|-----|----|
| 1. | Did you provide the <i>overall percent</i> of youth aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services that will reasonably enable the student to meet the postsecondary goals? | Yes | No |
| 2. | Is the overall percent for individual youth with IEPs? | Yes | No |
| 3. | Did you provide the raw data for both the numerator (number of youth with compliant IEPs) and denominator (total number of youth aged 16 and above with IEPs reviewed) used in your calculation? | Yes | No |
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4.	Did you describe the method used to collect these data?	Yes	No
5.	Did you describe the results of the calculations and compare the results to the targets?	Yes	No
6.	Did you include a copy of your checklist questions/criteria you used to collect your data?	Yes	No
7.	Did you include item-by-item results for each checklist questions/criteria (including the raw data for the numerators, denominators, and percents for each item)?	Yes	No

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that Occurred for (Insert FFY)

1.	Did you describe the improvement activities implemented during the FFY and progress on meeting the target?	Yes	No	
2.	Did you describe any improvement activities that include connecting with the National Technical Assistance and Dissemination Centers (e.g., National Secondary Transition Technical Assistance Center)?	Yes	No	
3.	Did you describe your improvement activities as connecting to Indicators 1 (graduation), 2 (dropout), and/or 14 (post-school outcomes)?	Yes	No	
4.	Did you describe how you knew your improvement activities did/did not relate to progress on meeting the target?	Yes	No	
5.	Did you describe any slippage (e.g., lack of progress on the target, improvement activities not completed) that has occurred?	Yes	No	N/A
6.	If slippage occurred, did you describe how your state plans to address the slippage through adjustments or improvements made in state programs, policies, and/or	Yes	No	N/A

	practices?			
7.	If necessary, did you provide detailed information about the timely correction of the noncompliance noted in OSEP's review of the previous APR?	Yes	No	N/A
8.	If your state did not correct the previous noncompliance, did you:			
	a. Provide information regarding the nature of the continuing noncompliance?	Yes	No	N/A
	b. Provide information about improvement activities completed (e.g., review of policies and procedures, technical assistance, training)?	Yes	No	N/A
	c. Describe any enforcement actions that were taken?	Yes	No	N/A
9.	Did you report data so that personally identifiable information about individual children was not included?	Yes	No	

Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for (Insert FFY)

1.	Did you provide information on revised targets, improvement activities, timelines, or resources?	Yes	No	
2.	If yes, did you justify your revisions?	Yes	No	N/A
