

NTACT

National Technical Assistance Center on Transition

Preparing for the 2020 Capacity Building Virtual Institute

Things to Know

#CBVI2020

#transitionta



NTACT

National Technical Assistance Center on Transition

Our goal

- Provide interdisciplinary state teams with
 - meaningful **transition-focused content**, and
 - intentional extended **peer learning opportunities**
 - to help teams develop a **comprehensive and strategic action plan for the 2020-2021 school year**

NTACT 2020 CBVI - Team Lead and Team Member Timeline

Phase 1

- Register your team by **May 15, 2020**
- Watch "Things to Know about the CBVI" (<https://transitionta.org/cbi/2020>)
- Gather your team virtually or by phone to plan team's participation in the CBVI activities (i.e., content presentations, team planning, state to state sharing groups) *This step may occur later;*
- If using a facilitator, look for email from facilitator about team planning times and expectations
- Set up team planning meetings, with team and facilitator

Phase 2

- Watch the "Kickoff" and four content presentations on the Transition Coalition Website available week of **May 25th, 2020**
- Use the provided note-taking resources from NTACT during and following the content presentations
- Participate in the content presentation discussion board(s) on the Transition Coalition Website
- After viewing content presentations, begin team planning meetings, if appropriate
- View resources for "Moving from Content to State to State Sharing Groups"

Phase 3

- Use resources posted to help your team "Move from Content to State to State Sharing Groups" (<https://transitionta.org/cbi/2020>)
- Gather your team virtually or by phone to identify team's selection of **one or two** of the state to state sharing groups to participate in OR discuss in team planning meeting (see State to state sharing groups list at <https://transitionta.org/cbi/2020> posted by May 27, 2020).
- Identify context expert requests (up to 2), if desired, with your facilitator or with Jennifer Coyle (jennifer.coyle@wmich.edu)
- Register team for state to state sharing groups at by **June 5, 2020**
- Prepare for state to state sharing groups by referencing your notes and engaging with your team

Phase 4

- Participate in state to state sharing group selected (**Tentatively scheduled for June 15 – 18, and June 22 – 25, 2020, 1:00 – 2:30 p.m. EDT**)
- After participating in state to state sharing groups, continue team planning meetings, if appropriate
- Identify content expert requests (up to 2), if desired, with facilitator or with Jennifer Coyle (jennifer.coyle@wmich.edu)
- Conduct and finalize team planning

Phase 5

- Complete Institute evaluation
- Finalize team planning/ share a copy of the action plan with all team members and NTACT (if not using online program tool)
- Receive follow-up support from NTACT or other TA Center staff, regarding indicated TA needs in your state's plan
- Network with other states on common goals, as you desire
- Participate in culminating webinar to share-out state plans in mid August

Phase 1: Preparing for the CBVI

Timeline: May 1 to May 25, 2020

State Team Lead	State Team Members
✓ Watch “Things to Know about the CBVI” (https://transitionta.org/cbi/2020)	✓ Watch “Things to Know about the CBVI” (https://transitionta.org/cbi/2020)
✓ Gather your team virtually or by phone to plan team’s participation in the CBVI activities (i.e., content presentations, team planning, state to state sharing groups) <i>This step may occur later</i>	✓ Attend virtual or phone team meeting
✓ Register your team by May 15, 2020	
✓ If using a facilitator, look for email from facilitator about team planning times and expectations	
✓ Set up team planning meetings, with team and facilitator (if using)	✓ Work with team lead to identify team planning meetings

Phase 2: Watch Content Presentations

Timeline: May 25 to June 5, 2020

State Team Lead	State Team Members
✓ Watch the “Kickoff” and four content presentations on the Transition Coalition website available week of May 25th, 2020	✓ Watch the “Kickoff” and four content presentations on the Transition Coalition website available week of May 25th, 2020
✓ Use the provided note-taking resources from NTACT during and following the content presentations	✓ Use the provided note-taking resources from NTACT during and following the content presentations
✓ Participate in the content presentation discussion board(s) on the Transition Coalition website	✓ Participate in the content presentation discussion board(s) on the Transition Coalition website
✓ After viewing content presentations, begin team planning meetings, if appropriate	✓ Attend team planning meeting(s), if appropriate
✓ View resources for “Moving from Content to State to State Sharing Groups”	



NTACT

National Technical Assistance Center on Transition

Content Presentations

- Pre-recorded, captioned, 45 minutes, asynchronous, released week of May 25th*
- Four topics
 - Career and technical education/special education/vocational rehabilitation partnerships
 - Work-based learning and employment preparation
 - Post-secondary education preparation
 - Services and supports for students with complex needs

Phase 3: Preparing for State to State Sharing Groups

Timeline: May 25 to June 12, 2020

State Team Lead	State Team Members
✓ Look at and follow resource “Moving from Content to State to State Sharing Groups” (https://transitionta.org/cbi/2020)	✓ Help team leader with “Moving from Content to State to State Sharing Groups” (https://transitionta.org/cbi/2020)
✓ Gather your team virtually or by phone to identify team’s selection of one or two of the state sharing groups to participate in OR discuss in team planning meeting (see State to state sharing groups list at https://transitionta.org/cbi/2020)	✓ Attend virtual or phone team meeting, or team planning meeting(s)
✓ Register team for State sharing groups at by June 5, 2020	
✓ Prepare for state to state sharing groups by referencing your notes and engaging with your team	✓ Prepare for state to state sharing groups by referencing your notes and engaging with your team



NTACT

National Technical Assistance Center on Transition

State to state sharing groups

- Teams will pre-register for **one to two** of the state to state sharing groups (topics flow from content presentations)
- Synchronous
- Facilitated by NTACT staff and/or other partners familiar with content
- Tentatively scheduled for June 15 - 18, 22 - 25, 1:00 – 2:30 p.m. EDT

Phase 4: Engaging in State to State Sharing Groups

Timeline: June 15 to June 25, 2020

State Team Lead	State Team Members
✓ Participate in state to state sharing group selected (Tentatively scheduled for June 15 – 18, and June 22 – 25, 2020, 1:00 – 2:30 p.m. EDT)	✓ Participate in state to state sharing group selected (Tentatively scheduled for June 15 – 18, and June 22 – 25, 2020, 1:00 – 2:30 p.m. EDT)
✓ After participating in state to state sharing groups, continue team planning meetings, if appropriate	✓ After participating in state to state sharing groups, continue team planning meetings, if appropriate
✓ Identify content expert requests (up to 2), if desired, with facilitator or with Jennifer Coyle (jennifer.coyle@wmich.edu)	✓ Identify content expert requests (up to 2), if desired, with facilitator or with Jennifer Coyle (jennifer.coyle@wmich.edu)
✓ Conduct and finalize team planning	



NTACT

National Technical Assistance Center on Transition

State team planning

- 2 - 6 hours of facilitation for teams who choose this option
- Registration will provide options for choosing facilitation (or not)
- We will match you with a facilitator, who will get in touch with the team lead to schedule planning times



NTACT

National Technical Assistance Center on Transition

State team planning, cont'd

- Recommend team planning after content presentations*
- Core teams not to exceed 8 to 10 members
- Reach out to NTACT for assistance in planning pre- and post-connections with larger groups



NTACT

National Technical Assistance Center on Transition

State team planning, cont'd

- Interdisciplinary state teams, including:
 - State education agency [special and career technical education]
 - State vocational rehabilitation agency
 - State departments of disability, mental health, or juvenile justice
 - University personnel
 - Employers
 - Local educators and service providers
 - Youth with disabilities and family members



NTACT

National Technical Assistance Center on Transition

Content experts

- One to two experts
- Available between May 29 and June 25, 2020
- Facilitator and NTACT will set up
- If not using a facilitator, but would like a content expert, reach out to Jennifer Coyle (jennifer.coyle@wmich.edu)

Phase 5: Finalizing State Plans and Wrap Up

Timeline: June 15 to July 31

Mid August Share Out Event

State Team Lead	State Team Members
✓ Complete Institute evaluation	✓ Complete Institute evaluation
✓ Finalize team planning/ share a copy of the action plan with all team members and NTACTION (if not using online program tool)	
✓ Network with other states on common goals, as you desire	✓ Network with other states on common goals, as you desire
✓ Participate in culminating webinar to share-out state plans in mid August	✓ Participate in culminating webinar to share-out state plans in mid August
✓ Receive follow-up support from NTACTION or other TA Center staff, regarding indicated TA needs in your state's plan	



NTACT

National Technical Assistance Center on Transition

Expectations

- Expectations of team members & leaders
 - Participate in team planning (if appropriate) and the state to state sharing
 - Ask questions
 - Listen to others' perspectives
 - Gather resources from presentations and state sharing
 - Think “systems”



NTACT

National Technical Assistance Center on Transition

Helpful Resources

Taxonomy for Transition Programming 2.0

<http://bit.ly/NTACTtaxonomy2>

Tool for transition programming

www.transitionprogramtool.org (K-12) and

https://transitionta.org/system/files/cbi/k12_education_component.pdf

CBVI resources: <https://transitionta.org/cbi/2020>



NTACT

National Technical Assistance Center on Transition

Have Questions? Contact us – Really!

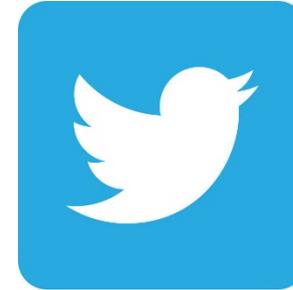
- Jennifer Coyle
 - Jennifer.coyle@wmich.edu
- ntactmail@uncc.edu
- Planning committee: Catherine Fowler, Jacque Hyatt, Dana Lattin, Caroline MaGee, Michael Stoehr



NTACT

National Technical Assistance Center on Transition

Find us on:



#transitionta

Sign up for our listserv

www.transitionta.org

ntactmail@uncc.edu