

Unlocking the Potential: Strategies for Sustained Planning and Maximizing Team Collaborations

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Learning objectives

- Increase understanding of how to maximize team members while at the CBI and beyond.
- Gain knowledge for networking and building connections to improve interagency team collaboration.
- Learn to sustain your team's work through intentional collaborative partnerships.

POLL



National Technical Assistance Center on Transition: The Collaborative (NTACT:C)

NTACT:C is a Technical Assistance Center co-funded by the U.S. Department of Education's Office of Special Education Programs (OSEP) and the Rehabilitation Services Administration (RSA).

Purpose: NTACT:C provides information, tools, and supports to assist multiple stakeholders in delivering effective services and instruction for secondary students and out of school youth with disabilities.

NTACT:C builds state agency capacity to:

- Use data-driven decision-making processes
- Strengthen interagency partnerships
- Provide quality professional development

So that ALL students and youth with disabilities experience increased (a) Enrollment in postsecondary education, (b) Graduation, (c) Credential attainment, (d) Competitive integrated employment, and (e) Community engagement

Purpose of the Capacity Building Institute (CBI)



Increase knowledge of effective transition-focused practices and resources



Use pre-assessment results and relevant transition data to reflect on current practices



Update or develop interagency state plans



Network with other states and entities

Capacity Building Institute format

It's just NOT a conference (sit and get and learn)

State Interagency teams come for dedicated planning time

Provides a format for learning and applying that learning to the state context related to transition age students & youth

CBI Content & Structure

 Remarks and welcome messages from OSERS and YETI

 Whole group keynote sessions

 4 State Planning times , Workshops and Content Sessions (7 sessions x 4 times across CBI)

 Networking: Resource Walk, Lunch Table Talks, In Content Sessions, informal (breakfast, walks around pond)

Four Team planning meetings

Use team planning meetings to:

- Work hard and have fun
- Learn from other team members and content experts
- Assess identified priority areas to achieve desired outcomes
- Discuss new content learned at workshops/session
- Develop 2023 strategic plan, including goals to reach outcomes
- Identify strategies to sustain the work back at home

Maximizing Your Time at the CBI

→ Seasoned Participants

- What are some things you wish you had known when you first started attending the CBI?
- What have you learned to help you get the biggest bang for your buck at the CBI?

→ New(er) Participants

- What questions do you have about the CBI?
- What is needed to help you feel comfortable with your role on the team?

What can be developed to sustain the work throughout the year?

Tips and Strategies From the Field - Time

- Outcome focused planning using cross agency data
 - Quality over quantity - work smarter not harder!
 - Prioritize goals - not the kitchen sink!
- Maximizing time at CBI
 - Divide and conquer
 - Network with states and role alliance
 - Embrace new evidence-based practices
 - Define data needed for evaluation
 - who, what, where, when, how???
- Maximizing your time back in the state
 - Define roles and responsibilities of the team
 - Sharing the responsibility/governance
 - Define meeting time, tasks, other logistics, etc.
 - Don't be afraid to try new things

Make planning INTENTIONAL for ongoing collaboration

Who is on a “team”?

- State Special Education personnel
- State Vocational Rehabilitation personnel
- State Career & Technical Education personnel
- Young Adult with a disability
- Family member with a transition-age youth
- State Developmental Disabilities personnel
- State Title I, Part D Coordinator
- Any role missing?

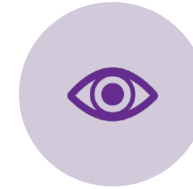
Ensure all team members are engaged, especially youth and family members



Feel like they are being listened to



Involvement is purposeful



Respected



Part of the conversation



Not being judged



Asked their opinions



Are actively involved in the process

Maximizing Your Team at the CBI

Seasoned Participants

1. How did you define your team?
2. How does your team operate?
3. How did you build on what had already been established?
4. How are students/youth and families included on your team?

New(er) Participants

1. Have you been onboarded to the team? How?
2. What else do you need to know about:
 1. the CBI?
 2. your team?
 3. your role?

Tips and Strategies From the Field - Team

- Development of the state team should be intentional
- Traditional and non-traditional partners
 - including students/youth and families
- Onboarding new members
- Setting the stage so all members of the team feel comfortable participating
 - All voices are encouraged and heard
- Sharing the responsibility/governance
- Celebrate Tasks and Accomplishments
- Intentional planning for ongoing collaboration

Unintended Benefits of the CBI

→ Time for the team to build/strengthen relationships

- Other CBI participants
- Network with other states
- Network with others in your same role
- Meet experts in the field

→ Identify Resources

- Tools
- People
- Programs
- Success stories from other states

Sustaining the Work After the CBI

1. Seasoned and New(er) Participants
2. What have learned about sustaining the work?
3. How are you keeping your state leadership informed and maintaining buy-in?
4. How did you break through roadblocks?
 - Do you anticipate roadblocks?
5. How is your plan aligned with other state initiatives?
6. What data do you use to evaluate the work?
 - How often do you review?
7. How are students/youth and families continued to be engaged?

Sustaining the Work

- CBI may be a starting place, or it may be used to identify a new goal(s)
- Not about more, but about quality work
- Prioritize – can't tackle it all so don't overcommit
- What is needed AND reasonable to expect you can make progress on?
- Shared governance: shared responsibility at CBI and throughout the year
 - Define roles and responsibilities of the team
 - Value and importance of all partners on the team
 - Develop a communication plan
- Use data along the way and evaluate your work!

**Plan for continuous engagement after CBI –
throughout the year**

Inviting Year-long NTACT:C Engagement

- Webinars, resources
- Email
- Communities of Practice (Blind PreETS, Students with Complex Support Needs)
- PreETS Office Hours
- State Sharing events (online or in-person)
- TA Agreements with state ed. and/or VR agency personnel focused on transition
 - Interagency Agreement
 - Forecasting
 - Data Collection/ Use
 - Effective Practice(s)
 - Flow of Services (state and community)

NTACT:C State Capacity Building Checklist



February	March	April	May
<ul style="list-style-type: none"> ✓ Ensure your team members are registered by April 22, 2023: CBI Registration (free) ✓ Ensure you and your team members have hotel rooms for the CBI by April 22, 2023: Hilton Room Link 			
<ul style="list-style-type: none"> ✓ Bring your interagency team together to: <ul style="list-style-type: none"> ✓ Conduct the NTACT:C Strategic Planning Pre-assessment ✓ Review progress towards goals from your 2022 strategic plan 	<ul style="list-style-type: none"> ✓ If you haven't yet, bring your interagency team together to: <ul style="list-style-type: none"> ○ Conduct the NTACT:C Strategic Planning Pre-assessment ○ Review progress towards goals from your 2022 strategic plan 	<ul style="list-style-type: none"> ✓ Last chance to bring your interagency team together before the CBI to: <ul style="list-style-type: none"> ○ Conduct the NTACT:C Strategic Planning Pre-assessment ○ Review progress towards goals from your 2022 strategic plan ✓ Last day to register for the CBI is April 22, 2023! 	<ul style="list-style-type: none"> ✓ Attend NTACT:C's 2023 Capacity Building Institute with your interagency team
<ul style="list-style-type: none"> ✓ Review your interagency team members: <ul style="list-style-type: none"> ○ Do you have youth on your team? ○ Highly recommend including: CTE, parent/family center representative ○ Include stakeholders/other agencies that can help you advance your goals (DD, etc.) 	<ul style="list-style-type: none"> ✓ Ensure that your interagency team has the right people for on-site participation in team planning meetings. ✓ Send the name and email of the student or youth member on your team to Michael Stoehr at mstoehr@uncc.edu by March 31, 2023. 	<ul style="list-style-type: none"> ✓ Attend Final Team Leader Prep on April 5, 2023, from 2:00 to 3:00 p.m. EST ✓ Ensure you and your team members are registered by April 22, 2023: CBI Registration (free) 	<ul style="list-style-type: none"> ✓ Split team members up among all content sessions ✓ Use team planning times to work hard and make progress towards 2023 goals ✓ Have fun!
<ul style="list-style-type: none"> ✓ Determine if your team is using a facilitator (indicate on registration) <ul style="list-style-type: none"> ○ CBI Registration (free) 	<ul style="list-style-type: none"> ✓ Indicate desire for facilitator by March 31, 2023 (via registration) or if you would like to change your mind, email Jennifer Coyle at jennifer@coyleprojects.com 	<ul style="list-style-type: none"> ✓ If using a facilitator, look for email from Jennifer Coyle about facilitator assignment and expectations ✓ Connect with facilitator, prior to CBI, if possible, to share your: <ul style="list-style-type: none"> ○ NTACT:C Strategic Planning Pre-assessment results ○ 2022 strategic plan progress and barriers 	<ul style="list-style-type: none"> ✓ Use team planning times to: <ul style="list-style-type: none"> ○ Work hard ○ Learn from other team members and content experts ○ Identify 1 – 3 priority areas for goals ○ Write 2023 strategic plan, including goals ○ Complete CBI evaluation
<ul style="list-style-type: none"> ✓ Ensure you and your team members have a room by April 22, 2023! <ul style="list-style-type: none"> ○ Hilton Room Link 	<ul style="list-style-type: none"> ✓ Ensure you and your team members have a room April 22, 2023! <ul style="list-style-type: none"> ○ Hilton Room Link 	<ul style="list-style-type: none"> ✓ Last day to book a hotel room is April 22, 2023! <ul style="list-style-type: none"> ○ Hilton Room Link 	<ul style="list-style-type: none"> ✓ Have fun!
<ul style="list-style-type: none"> ✓ Go to NTACT:C CBI 2023 frequently to see new resources for the CBI: <ul style="list-style-type: none"> ○ Draft agenda ○ FAQs ○ Email NTACT:C with questions 	<ul style="list-style-type: none"> ✓ Go to NTACT:C CBI 2023 frequently to see new resources for the CBI: <ul style="list-style-type: none"> ○ Draft agenda ○ FAQs ○ Email NTACT:C with questions 	<ul style="list-style-type: none"> ✓ Go to NTACT:C CBI 2023 frequently to see new resources for the CBI: <ul style="list-style-type: none"> ○ Draft agenda ○ FAQs ○ Email NTACT:C with questions 	<ul style="list-style-type: none"> ✓ Go to NTACT:C CBI 2023 frequently to see new resources for the CBI: <ul style="list-style-type: none"> ○ Final agenda ○ FAQs ○ Email NTACT:C with questions

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#transitionTA | transitionTA.org | ntact-collab@uncc.edu



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Quick Reaction

