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Bureau of Special Education FY'08 Memo #42

Date: May 21, 2008

To: Special Education Directors
Superintendents of Schools (memo only)

From: Office of the Commissioner of Education

Division of Instruction
Bureau of Special Education

Re: Post School Outcomes Survey (PSOS)

The Bureau of Special Education needs your assistance with dissemination of the Post-school Outcomes Survey (PSOS) to collect post school outcomes on all youth who had IEPs during the 2006-2007 school year and who are no longer in secondary school. The purpose of this survey is to determine the percentage of students who have been competitively employed, enrolled in some type of postsecondary school, or both, one year after leaving high school in accordance with State Performance Plan Indicator 14. We are enclosing copies of the PSOS cover letter and survey for all of eligible students from your district.

The Bureau of Special Education has been working with your district over the last couple weeks to verify the eligible exited students from each of your districts. Districts were instructed to post their verified 2006-2007 exiting students data excel spreadsheet on the NHSEIS system. Please use your district's posted verified list, minus any students that you indicated should not receive a survey (highlighted in green), to gather the last know mailing address for these students for dissemination of the enclosed surveys.

We have used your district's verified 2006-2007 exiting students data excel spreadsheet on the NHSEIS system to develop the enclosed surveys with the appropriate SASID #, district of liability and SAU on a label in the upper right hand corner of the survey. Prior to mailing the survey out please make sure to match up the SASID # with the correct students name and address. The inclusion of the SASID# is important for tracking and reporting purposes. Please do not add the student's name on the survey for purposes of confidentiality.

A PSOS cover letter, survey, and NHDOE provided self-addressed stamped return envelope should be mailed to each of the eligible exited students on your district's verified 2006-2007 exited student excel spreadsheet, minus any students that you indicated should not receive a survey (highlighted in green), that your district posted on NHSEIS. The cover letter and survey should be sent out to students by **June 13, 2008**.

A PSOS cover letter, survey, and NHDOE provided self-addressed stamped return envelope should be mailed to each of the eligible exited students on your district's verified 2006-2007 exited student excel spreadsheet, minus any students that you indicated should not receive a survey (highlighted in green), that your district posted on NHSEIS. The cover letter and survey should be sent out to students by **June 13, 2008**.

Also enclosed is a Returned Post School Outcomes Student Survey Documentation Form. This form is used to track those surveys you send out to the eligible students that are returned by the post office as undeliverable. Please indicate on this form the SASID # from those surveys that are returned to your school district as undeliverable or address unknown by the post office. If you do not receive any surveys back from the post office please check the "No Surveys Returned by Post Office" box on the form and send it back. This form should be completed and returned to the DOE by **July 11, 2008**.

Exited students should return their completed Post-School Outcomes Survey to the Department of Education using the NH DOE provided self-addressed stamped return envelope by **July 31, 2008**.

Students who choose to take the survey on-line should do so by **July 31, 2008**. The NH DOE will then analyze the reported post-school outcome data by school district and state by **September 30, 2008**.

For questions about this process contact Amy Jenks at (603) 271-3842 or ajenks@ed.state.nh.us.

