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Bureau of Special Education Support FY'24 Memo #7

Date: August 24, 2023

To: Superintendents of Schools
Administrators of Special Education

From: Office of the Commissioner of Education

Division of Learner Support
Bureau of Special Education Support

RE: Indicator 13 (Secondary Transition) Monitoring Process & Timeline

Pursuant to federal requirements, each year, the Bureau of Special Education Support (Bureau) is required to collect data and report on IDEA Part B Indicator 13: Secondary Transition in the Special Education State Performance Plan/Annual Performance Report. **The Bureau monitors randomly selected Indicator 13 eligible students (students aged 16 and above with an IEP) for every LEA every year.**

What is Indicator 13?

Indicator 13: A Federal performance indicator that measures the percent of youth with IEPs aged 16 and above with an IEP that include 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(s) 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 that is likely to be responsible for providing or paying for transition services, including, if appropriate, pre-employment transition services, was invited to the IEP Team meeting with the prior consent of the parent or student who has reached the age of majority. (20 U.S.C. 1416(a)(3)(B))

To learn more about the Indicator 13 Monitoring process see the following attached documents:

Indicator 13 Monitoring Timeline

Indicator 13 Monitoring Process Flowchart

Indicator 13 Guidance Document January 2022

NH Indicator 13 Compliance Checklist

NHEIS Paperclip Feature for Attaching Indicator 13 Evidence

Indicator 13 IDEA Part B Data Fact Sheet

The above documents can also be found on the Bureau website [State Performance Plan, Annual Performance Report and Indicators | Department of Education \(nh.gov\)](#). Scroll down the page to **Indicator 13 Secondary Transition**.

Trainings Available on Indicator 13 Monitoring Process

The Bureau will be holding trainings for the Indicator 13 secondary Transition Compliance Monitoring on an ongoing basis throughout the year, both virtually and in person. In this training, attendees will learn about the compliance requirements, (as outlined on the Indicator 13 Compliance Checklist), and how to use the Paperclip feature in NHSEIS to attach required evidence to a selected student's IEP. An overview of the monitoring process and how an LEA can best prepare for the initial monitoring review will also be addressed.

Please visit the Bureau of Special Education Professional Development and Training webpage, [Professional Development and Training | Department of Education \(nh.gov\)](#) and scroll down the page to find the **Indicator 13 (Secondary Transition) Monitoring Trainings** document with dates, times and registration links. Each of your staff can register for the training they wish to attend.

Should you need any further clarification or have specific questions, please contact Amy Jenks at 271-3842, Amy.L.Jenks@doe.nh.gov or Heidi Clyborne at 271-3748, Heidi.A.Clyborne@doe.nh.gov.