

## Increasing Indicator 14 Survey Response Rates



### Strategies for Contacting Difficult to Locate Youth

Each year, states must collect outcomes information on youth who exited school during the prior school year including those who exited with a regular diploma, certificate of attendance, reached maximum age of eligibility for services, dropped out, or were expected to return but did not for the current school year.

[www.witg.org](http://www.witg.org) [www.Indicator14wi.org](http://www.Indicator14wi.org)


There are groups of youth who are difficult to locate and who are routinely underrepresented in the post school outcomes data. It can be nearly impossible to collect post school outcomes data on these youth. One population of youth who are extremely difficult to locate once they leave school are youth with disabilities who dropped out of school.

### While Students are Still in School

#### □ **Make Youth and Families Partners in this Process!**

- During the student's senior or final IEP meeting, explain to the student and their family the purpose of collecting the Indicator 14 Post School Outcomes (PSO) data and the importance of their participation.
  - Provides the district with valuable information to use in transition activities for current and future students
  - The survey results are used by adult agencies to improve the services they provide to young adults the first few years after high school.
  - Entitles the district to receive "Special Education Transition Incentive Grant" funds to help implement activities that help more students continue their education or enter high quality employment following high school.
- Give them a copy of the "[What's Up?](#)" brochure.
- Share the "[Indicator 14 Survey Questions - SHORT](#)". You can even review the questions with them.
- Who can participate in the survey?
  - The survey is for all students who left high school and are now out of school for a full calendar year.
  - Students may have left high school with a diploma or certificate or attendance, at the maximum age of eligibility for services (age 21), or by dropping out of school.
  - Former students, parents, guardians and others who know the student can answer the survey questions.

#### □ **Discuss the Post School Outcomes Survey with Students**

- **Make a party of it!** Show the "[What's Up?](#)"  Youth video at a senior popcorn party or other event where other graduation activities are discussed:
  - without subtitles: <http://www.youtube.com/watch?v=e bomXDKvNBo>
  - with subtitles: <http://www.youtube.com/watch?v=AoPUzlvbQVU>
- Explain to students that by answering the questions on the survey, they are providing the school with valuable information and helping other students like themselves.
- Share survey results from other former students; talk about former students who enrolled in college, went on to work, enlisted in the military services, etc.

#### □ **Create a District Post School Contact Connection**

- Inform youth that an educator will contact them a year after high school.
- Ask youth who they would want to respond to the survey on their behalf if they cannot be reached.
- Consider sending survey information along with other important information sent home to parents during students' junior and senior years (e.g. information on class rings, senior portraits, graduation ceremony).

- **Collect Student Contact Information Prior to Leaving School and Keep Students' Files Current and Accurate**
  - A large number of students exit school informally, making it difficult to track their whereabouts and even more difficult to track their post school outcomes; make certain you have the most recent and correct information. Identify the person who has a relationship with the hardest of the hard-to-find youth and ask that person about possible ways to contact the youth.
  - Maintain a list of family members still in school who may know how to reach the student after school.
  - Maintain current contact information and update information annually, including phone numbers, email and U.S. postal address.
  - Establish and ask students to join a high school Facebook page to maintain contact.
  - Keep local data systems current. Make certain that school personnel enter the most recent student data. Make certain that the data are updated at the beginning and end of each academic period.

### After Students Have Exited School

- **Send "Heads Up" Letter to Youth and Families**
  - Personalize and send the former student [District Former Student Letter](#) which explains the survey – this really helps them know the survey is legitimate.
  - Send the [DPI Indicator 14 Letter](#), which explains why the survey can be conducted without their permission.
  - Share the "[Indicator 14 Survey Questions - SHORT](#)", found under "Survey Instruments found at
- **Use Private Messages on Facebook**
  - Remind students of the importance participating in the survey and verify contact information privately. State the survey is for district exiters rather than for youth with disabilities.