Public Education Agency (PEA) Improvement Plan
Post School Outcomes (PSO)

Respond to all of the following items:

1. *Forms/Documents*
   a. Are current PSO forms and documents (e.g., Arizona's PSO Survey Protocol, PSO Contact Information Form, student and parent flyers) current and specific to the PEA (as appropriate)? Do they facilitate participation in the PSO Survey data collection? ☐ YES ☐ NO
   b. Describe the PEA's procedures for implementing activities related to the PSO Survey data collection (e.g., collecting contact information on exiters, administering the Survey, entering the PSO data into the online application).

2. *Personnel*
   a. What level of knowledge does your PEA staff have with regard to the procedures for participating in the PSO Survey?
   b. Document the following information about personnel who participate in the PSO Survey data collection: (a) How many staff is involved? (b) What type of staff implements activities (e.g., administrator, teacher, coordinator, clerical)? and (c) How many years of experience do staff members have in participating in PSO Survey activities?
   c. Describe the professional development opportunities related to the PSO Survey data collection offered within your PEA.
   d. Describe the number and types of trainings, conferences, and course work in which staff has participated outside your PEA.
   e. Determine if the staff responsible for the required components attended available professional development trainings.
   f. Describe the involvement of personnel in PSO Survey data collection activities. In what manner do the PEA staff members in different departments communicate with one another in regard to PSO Survey data collection? What working relationships are established between your PEA and your ADE/ESS specialist and/or ADE/ESS secondary transition specialist?

3. *Site Specifics*
   a. Is there any inconsistency in the levels of participation among school sites?
      ☐ YES ☐ NO
   b. If yes, identify the specific factors that may have contributed to the problems at each site and determine whether or not it is a site-specific or a district-wide issue.

4. *Resources*
   What PSO Survey data collection resources has your PEA identified and employed?

5. *Summary*
   Document your conclusions related to the above analysis.

6. *Technical Assistance*

   Describe any supports or technical assistance your agency used to help address the identified issues.