

89 | AT Transition

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Quality Indicator for Assistive Technology: AT Transition

Promising Practices

1. Transition plans consistently address AT needs and all team members are involved and knowledgeable about critical roles, steps and follow-up.
2. Student is a full participant and student input is consistently reflected in the transition plan.
3. Advocacy consistently occurs for AT use and the development of student self determination skills.
4. AT requirements in the receiving environment are consistently identified by all participants.
5. Individualized timelines are consistently developed and support transition planning for students using AT.
6. The plans consistently address AT equipment, training and funding issues

Resources for developing Operational Procedures

- See AT TA Guide pages 24-25 for information on AT Transition.
- See Appendix C for additional AT Transition resources.

Worksheets

Teams may use the following AT Transition form -

Purchase/Sale Agreement and Sample Depreciation Spreadsheets

(Worksheets begin on page 91.)

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Sample Operational Procedures for AT Transition

Our Local Education Agency, _____ (name of school / district), has chosen collectively to transition AT using the following guidelines.

For each student on an IEP who is using assistive technology (AT) who is also at the age of transition planning, the IEP team will use _____ (i.e., *Canfield and Reed's Assistive Technology and Transition form or other equivalent form(s)*). Details can be found at the following link: <https://www.transitioncoalition.org/wp-content/originalSiteAssets/files/docs/attransitionpacket1224259340.pdf>

The document includes a *Procedure Guide for AT and Transition Planning* which includes detailed information and applicable forms that IEP teams can use with students:

- At Age 14 or Before
- Each Year at IEP Review
- At Age 17
- Prior to Graduation

These procedures and forms will help school districts consistently address the AT needs of all students transitioning with AT.

In order to effectively and efficiently transfer ownership of AT purchased by our school/district to a receiving agency/entity, we agree to use the *Purchase/Sale Agreement form*, developed by the *Georgia Project for Assistive Technology* and adopted by the Oklahoma State Department of Education.

These AT transition forms will be kept _____ (name location for hardcopy / digital file) and disseminated to staff via _____ (how will staff be notified that the form exists?).

Once completed, the AT transition forms will be kept _____ (name location for hardcopy / digital file, ex...in the student's cumulative file).

Signed into effect on _____ (date) by _____ (Administrator's signature who approved guidelines/procedures).

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Statement of Purpose for Agreement

The school districts and public agencies that are signatories to the agreement, hereinafter referred to as “the Parties,” recognize the need for continued use of assistive technology devices that were originally purchased for individual students when the student moves from one school district to another or transitioning to other public agency service systems.

As a result, the parties hereby agree to the continued use of such devices by the student when the student changes school districts or transitions to other public agency service systems. Such continued use can be through one of the following methods: (a) by transfer or sale of the devices by the school district or agency to the student’s new school district; (b) by the transfer or sale of the devices by the school district or agency to the student or the student’s parents or legal guardians; or (c) by any other legal means that are acceptable to the student, and the parties to the agreement.

The parties further agree that in the event of a transfer or sale of assistive technology devices, they may use the “Agreement for the Purchase/Sale or Statement Declining the Sale of Assistive Technology Devices by Oklahoma School Districts and Public Agencies.”

All transfers or sales of assistive technology devices will be made according to applicable state and federal law, rules, and regulations.

Agreement for the Purchase/Sale or Statement Declining the Sale of Assistive Technology Devices by Oklahoma School Districts/Public Agencies

Check Appropriate Box:

- Purchase/Sales agreement, between school districts or between a school district and a public agency or parents. If box is checked, complete Section A.
- Declining sales of assistive technology devices(s). If box is checked, complete Section B.

Section A

_____ agrees to sell "as is" the assistive technology device(s)
school district or public agency
 described below to _____ for use by _____
purchasing school district, public agency, or person *child/client name*

Description and Price of Device(s): _____ Price set by: Appraisal Current Market Value Other*

_____ *If checked, explain _____

Price determined by calculations as set forth in the Addendum.
 _____ is not liable for any nonconformities in the device(s) after
school district or public agency

it is purchased by the individual's new school district, agency or parent/individual person.

_____ Date _____
signature of superintendent or authorized official of district or public agency selling assistive technology

_____ Date _____
signature of superintendent or authorized official of district or public agency, or person purchasing assistive technology

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Section B

_____ declines to sell the assistive technology device(s)

school district or public agency

requested by _____
requesting school district, public agency, or parent/individual person

on _____ for the following reasons:

- The assistive technology device is currently being used by another child (children)(client(s)).
- The assistive technology device is a “general use” device and is not available for sale. It has been/is being modified for other children/clients.
- Other _____

signature of superintendent or authorized official of district or public agency _____ *Date*

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Sample Device Depreciation Spreadsheets

Assistive Technology Device	Estimated Useful Life*	Device Age	Estimating Remaining Life	Original Purchase Price	Depreciation	Current Value
Alpha Smart Pro	5	2	3	\$279.00	\$111.60	\$167.40
Macintosh cable	7	2	5	\$10.00	\$2.86	\$7.14
downloading software	7	2	5	\$19.00	\$5.43	\$13.57
Carry case	7	2	5	\$25.00	\$7.14	\$17.86
TOTAL				\$333.00	\$127.03	\$205.97

*Note: Computers/AAC devices utilizing computer technology: 5 years.
Other types of devices: 7 years.

The Alpha Smart Pro is a word processing keyboard that the school purchased to implement a student's IEP writing objectives. The cable and software enable the student (or teacher) to upload information from the keyboard to computer or vice-versa.

The above example illustrates how the depreciation model works for this package of device when the device in question is 2 years old. The depreciation is figured by taking the original purchase price (\$279) and dividing it by the estimated useful life (5). The figure attained (\$55.80) is multiplied by the device age (2) and subtracted from the original purchase price (\$279.00). This figure will be the current value (\$167.40) for the remaining life. Spreadsheet examples that continue on the next page, age other device packages to provide an idea of how this process works for a range of devices.

Formula

Original Purchase Price	\$279.00
Estimated Useful Life	(÷) 5
Subtotal I	\$55.80
Device age	(x) 2
Subtotal II	\$111.60

Original Purchase Price	\$279.00
Subtotal II	(-)111.60
Current Value	\$167.40

Resource:
Delaware Tech Project
Legislative Task Force State of Delaware subcommittee

Assistive Technology Device	Estimated Useful Life*	Device Age	Estimating Remaining Life	Original Purchase Price	Depreciation	Current Value
Kenx (Morse Code)	5	2	3	\$780.00	\$312.00	\$468.00
Write Outloud	7	2	5	\$99.00	\$28.29	\$70.71
Spec Switch	7	2	5	\$42.00	\$12.00	\$30.00
Biggy cursor	7	2	5	\$99.00	\$28.29	\$70.71
Track Pad	7	2	5	\$99.00	\$28.29	\$70.71
			TOTAL	\$1,119.00	\$408.87	\$710.13

*Note: Computers/AAC devices utilizing computer technology: 5 years.
Other types of devices: 7 years.

Assistive Technology Device	Estimated Useful Life*	Device Age	Estimating Remaining Life	Original Purchase Price	Depreciation	Current Value
Tactile/texture-based symbols	7	2	5	\$15.00	\$4.29	\$10.71
One-step communicator (2)	7	2	5	\$200.00	\$57.14	\$142.86
Tactile symbols mounted on switch caps (10)	7	2	5	\$50.00	\$14.29	\$35.71
Power Link	7	2	5	\$180.00	\$51.42	\$128.57
Switch	7	2	5	\$42.00	\$12.00	\$30.00
Switch Interface	7	2	5	\$135.00	\$38.57	\$96.43
			TOTAL	\$622.00	\$177.72	\$444.28

*Note: Computers/AAC devices utilizing computer technology: 5 years.
Other types of devices: 7 years.

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