



**STATE OF SOUTH CAROLINA**  
**DEPARTMENT OF EDUCATION**

**MEMORANDUM**

**TO:** District Report Card Coordinators  
District Technology Coordinators  
District PowerSchool Coordinators

**FROM:** Dan Ralyea  
Director, Research and Data Analysis

**DATE:** December 12, 2023

**RE:** Climate Surveys and Ecollect Training

The Student and Teacher Climate Surveys are a rated metric in the school accountability system. The student and teacher climate surveys will be issued and collected through the PowerSchool Ecollect system. Participation in the survey can impact the rating values your schools receive. The teacher and student surveys are controlled for continuous employment or enrollment, respectively. The participation target is 80 percent of the identified populations. The eligibility criteria are listed in the accountability manual. The teacher and student surveys will be open February 26, 2024, through April 12, 2024. All students grade 3 through 12 must be offered the opportunity to participate in the survey.

The survey may be read to struggling readers. The adult administering the survey should follow the oral administration guidelines: Read the survey exactly as it is written. Be aware of the grammatical make-up and structure of the items. An unconscious pause, change of inflection, and/or facial expression can be misleading or distracting to the student. Allow breaks in your voice to convey commas, end-of-sentence punctuation, and paragraph breaks. Pause between statements to give the student time to reflect on the items. Follow the student's direction as to how quickly or slowly to read. Pause at the student's request. Students may be directed to raise a hand if they need help reading words presented in the survey.

Toward supporting PowerSchool and Accountability administrative staff prior to and during the School Climate Survey window, the South Carolina Department of Education (SCDE) will provide webinar trainings and Office Hour support sessions in collaboration with PowerSchool

for the 2023-24 school year beginning in January. Please see the dates and session topics below for these **Half Hour with Ecollect** sessions.

All sessions occur on Thursday from 12:30-1:00 p.m. Participants may join by following the links below for each Microsoft Teams meeting.

While live participation from PowerSchool and Accountability administrative staff is encouraged, each session will be recorded and posted to the SCDE website for those unable to attend at that time or those in other district or school roles who may benefit from the recorded trainings.

Half Hour with Ecollect	
Date and Time	Session Topic
January 11, 2024 12:30-1:00 p.m. EST	How to complete the Teacher School Climate Survey – <a href="#">Link to join session</a>
January 18, 2024 12:30-1:00 p.m. EST	How to complete the Teacher School Climate Survey – <a href="#">Link to join session</a>
January 25, 2024 12:30-1:00 p.m. EST	Interacting with translated Climate Survey Ecollect forms – <a href="#">Link to join session</a>
February 1, 2024 12:30-1:00 p.m. EST	Interacting with translated Climate Survey Ecollect forms – <a href="#">Link to join session</a>
February 8, 2024 12:30-1:00 p.m. EST	Disabling staff permissions to create forms through Teacher Portal – <a href="#">Link to join session</a>
February 29, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>
March 7, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>
March 14, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>
March 21, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>
March 28, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>
April 4, 2024 12:30-1:00 p.m. EST	Survey Window Office Hour – <a href="#">Link to join session</a>

Instructions for accessing the Ecollect forms are [here](#).

Questions about accessing the Ecollect portal can be directed to [PowerSchool@ed.sc.gov](mailto:PowerSchool@ed.sc.gov)

Questions about accountability can be directed to [MLavery@eoc.sc.gov](mailto:MLavery@eoc.sc.gov)

Questions about survey administration can be directed to [DRalyea@ed.sc.gov](mailto:DRalyea@ed.sc.gov)