



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
District Dropout Coordinators
District Student Services Directors
District Attendance Supervisors
District Special Education Directors
Principals

FROM: Aveene Coleman
Interim Director, Office of Student Support

DATE: May 14, 2024

RE: Diploma Planning Institutes

The South Carolina Department of Education's Office of Student Support will offer four regional Diploma Planning Institutes in partnership with the National Dropout Prevention Center and Transition Alliance of South Carolina for school level graduation teams. The Diploma Planning Institute is a three-day, in-person working event that guides school level teams to build school-specific, research-based, and foundational dropout prevention plans that have a high probability of improving performance and graduation rates of at-risk students.

School teams will work directly with national field experts to utilize local data and local knowledge of their students to design customized plans for their schools. By developing and implementing a strategic, systemic plan to improve outcomes for at-risk students, schools can develop a comprehensive plan for dropout prevention and improve graduation rates.

Please note that space is limited. Each session will accommodate twenty school teams. Each school can have one team consisting of five members (e.g., principal/assistant principal, school counselor, social worker, attendance coordinator, special education coordinator, dropout coordinator, MTSS team members). To participate, please click the link below to register.

Note: Please be prepared to upload additional documents requested.

Dates and Times	Diploma Planning Institute Registration
July 9-11, 2024 8:30 am–3:30 pm	Cohort 5: Diploma Planning Institute-Lexington Location: Lexington 2 Innovative Center 509 Bulldog Blvd, Cayce, SC 29033
July 16-18, 2024 8:30 am–3:30 pm	Cohort 6: Diploma Planning Institute- Columbia Location: Metropolitan Convention Center 1101 Lincoln St, Columbia, SC 29201
July 23-25, 2024 8:30 am–3:30 pm	Cohort 7: Diploma Planning Institute- Charleston Location: Cooper River Center for Advanced Studies 1088 E Montague Ave, North Charleston, SC 29406
July 31-August 2, 2024 8:30 am–3:30 pm	Cohort 8: Diploma Planning Institute- Greenville Location: MT. Anderson Center 100 Blassingame Road, Greenville, SC 29605

If you have any questions, please contact me at acoleman@ed.sc.gov or 803-734-3057.