

MEMORANDUM

TO: Superintendents
Special Education Directors
EDPlan SC Power Users

FROM: Peter Keup
Director, Office of Special Education Services

Katie Heiss
IEP System/Compliance Coordinator, Office of Special Education Services

DATE: January 21, 2025

RE: EDPlan SC Webinars, Release Notes, and Q&A

In response to the valued feedback from the recent EDPlan SC Survey, the Office of Special Education and PCG will offer additional webinars and resources to support EDPlan SC users. These resources include:

1. **Webinar Series:** Sessions on key EDPlan SC topics to enhance proficiency.
2. **Q&A Document:** Attached to this communication, providing answers to frequently asked questions.
3. **Release Notes:** Available in the Resource Information widget on your EDPlan SC dashboard, detailing product enhancement based on user feedback.

Webinar Topics

- **EDPlan SC Basics:** This session is designed for users who are new to EDPlan SC or those seeking a foundational understanding of the platform. We will cover essential navigation, key features, and basic functionalities to help you get started. This webinar is perfect for educators and staff who are less familiar with EDPlan SC or need a confidence boost.
- **EDPlan SC IEP Process (Non-Transition Age):** Learn the step-by-step process for creating and finalizing IEPs for students in non-transition grades. This webinar will focus on navigating the IEP module, understanding key sections, and avoiding

common errors. This webinar is ideal for users seeking clarity and guidance on developing IEPs.

- **EDPlan SC IEP for Transition Age Students:** This session focuses on the IEP development process for transition age students. Users will be taken through the process step by step and presenters will address frequently asked questions.
- **EDPlan SC System Reporting and Student Progress Monitoring:** This session focuses on accessing reports in EDPlan SC and creating Progress Reports in the system. Users will be taken through how to use Student Search and Standard Reports to gather information about their students. The Progress Reporting process will be reviewed, and frequently asked questions will be addressed. This session is tailored for those unfamiliar with the reporting capabilities of EDPlan SC.
- **EDPlan SC Other Special Education Processes:** FBA, BIP, and MDR - This session covers the essential processes for Manifestation Determination Reviews (MDRs), Functional Behavior Assessments (FBAs), and Behavioral Intervention Plans (BIPs). We will provide clear guidance on how to document and manage these processes in EDPlan SC. This session is perfect for users who are less comfortable with these specific workflows.

Each session will be offered at different times and dates to accommodate users' varied schedules. The same information will be covered at each topic session, so if you would like to attend, you only need to register/attend one session for each topic. The webinars will be recorded and available following the last one in each series on your dashboard under the Resource Information widget.

Upcoming EDPlan SC Webinars		
Topic	Date	Time Options
EDPlan SC Basics	Tuesday, January 21	8:30–9:30 AM Link to Register 1:30–2:30 PM Link to Register
	Wednesday, January 22	8:00–9:00 AM Link to Register 2:30–3:30 PM Link to Register
	Tuesday, March 18	8:30–9:30 AM Link to Register 12:00–1:00 PM Link to Register
IEP Development (Non-Transition Age)	Monday, January 27	9:00–10:00 Link to Register
	Tuesday, January 28	8:30–9:30AM Link to Register
	Thursday, January 30	9:00–10:00 AM Link to Register 2:30–3:30 PM Link to Register
IEP Development Transition Processes/Documents	Tuesday, February 4	8:30–9:30 AM Link to Register 12:30–1:30 PM Link to Register
	Wednesday, February 5	9:00–10:00 AM Link to Register 2:30–3:30 PM Link to Register

Upcoming EDPlan SC Webinars		
Topic	Date	Time Options
IEP Development	Wednesday, March 19	9:00–10:00 AM Link to Register 2:30–3:30 PM Link to Register
System Reporting and Student Progress Reporting	Tuesday, February 11	8:30–9:30 AM Link to Register 3:00–4:00 PM Link to Register
	Wednesday, February 12	9:00–10:00 AM Link to Register
	Thursday, February 13	12:30–1:30 Link to Register
	Monday, March 24	8:30–9:30 AM Link to Register 11:30–12:30 AM Link to Register
Other Special Education Processes: MDRs, FBAs, and BIPs	Friday, February 21	8:30–9:30 AM Link to Register 2:30–3:30 PM Link to Register
	Monday, February 24	9:00–10:00 AM Link to Register
	Tuesday, February 25	8:30–9:30 Link to Register
	Tuesday, April 1	9:00–10:00 AM Link to Register 1:30–2:30 PM Link to Register

In addition, the SCDE has been working with PCG on product enhancements based on user feedback. These enhancements are documented in release notes which are available in the Resource Information widget on your dashboard.

If you have any questions, please contact Katie Heiss, IEP System/Compliance Coordinator, Office of Special Education Services at ksheiss@ed.sc.gov.