

## MEMORANDUM

**TO:** District Superintendents  
Principals  
EEDA Accountability Coordinators  
School Counseling Directors

**FROM:** Kayce Cook, EdD  
Director, Office of Career Readiness

**DATE:** August 12, 2025

**RE:** EEDA Accountability Deadlines

For accountability purposes related to the [Education and Economic Development Act](#) (EEDA), the Office of Career Readiness collects the Career Specialist Accountability Report (CSAR) twice each year—in January and June—to ensure school counseling personnel are coordinating or facilitating various career awareness, exploration, and preparation opportunities for students throughout the academic year. Additionally, data is collected from the Individual Graduation Plans that must be developed or annually updated for all students in grades 8–12.

District EEDA Accountability Coordinators are responsible for collecting CSAR data from their schools, consolidating the data, and submitting the district’s CSAR to the South Carolina Department of Education (SCDE). The SCDE will provide several resources to assist districts in this data collection process.

### **EEDA Accountability Deadlines:**

<b>Document Name</b>	<b>Deadline</b>
Career Specialist Accountability Report, Period One August–December 2025	Friday, January 30, 2026
Career Specialist Accountability Report, Period Two January–June 2026	Monday, June 15, 2026
Individual Graduation Plans Locked and Primary	Monday, June 15, 2026

August 12, 2025

Please ensure your district has designated and/or updated the EEDA Accountability Coordinator in the [District & Entity Information Management](#) (DEIM) system to ensure delivery of future communication.

Additional information about the CSAR, including submission instructions, will be sent directly to district designated EEDA Accountability Coordinators.

Direct questions to Dr. Erin Clarke, School Counseling Personnel Liaison, at [emclarke@ed.sc.gov](mailto:emclarke@ed.sc.gov).