



STATE OF SOUTH CAROLINA DEPARTMENT OF EDUCATION

Mick Zais, Ph.D.
Superintendent

1429 Senate Street
Columbia, South Carolina 29201

MEMORANDUM

TO: District Special Education Directors
District Instructional Technology Directors

FROM: John R. Payne, Director *JRP*
Office of Exceptional Children

DATE: April 28, 2014

RE: Reimbursement for Enrich IEP Hardware Expenses

As you know, the South Carolina Department of Education (SCDE) and Excent Corporation (Excent) are currently working with local educational agencies (LEAs) and state-operated programs (SOPs) to launch a new IEP management system, SC Enrich IEP®. As part of this project, Excent has conducted an analysis of each LEA's current technical environment for the Enrich Assess system (formerly known as Test View) to determine whether LEAs have sufficient hardware to efficiently operate SC Enrich IEP when it is added to the Enrich environment. Based on this analysis, Excent has determined that your LEA's technical environment does not meet recommended specifications and has identified upgrades that will improve the user experience in your LEA for SC Enrich IEP. You may have already received notification from Excent that details the recommended hardware upgrades for your LEA. If not, you will be receiving notification in the near future.

To assist LEAs and SOPs in improving their technical environments to efficiently operate SC Enrich IEP, the SCDE is allocating funds for the purpose of reimbursing for hardware expenditures that are made for the SC Enrich IEP project. To expedite the process, the SCDE has developed a reimbursement form. The form includes maximum reimbursement amounts for specific hardware expenses and a total maximum reimbursement amount (\$25,000) so that reimbursements are within a reasonable range. To receive reimbursement, your district must submit: (1) a completed reimbursement form; (2) a copy of the Excent letter that outlines the hardware recommendations; and (3) a copy of invoices for the hardware purchases made by your district for the SC Enrich project. For your convenience, the reimbursement form, which includes instructions for submission, is attached to this correspondence. Please note that these reimbursements are only provided for the Enrich IEP project implementation.

The SCDE appreciates the ongoing collaboration with LEAs and SOPs during the rapid rollout of the SC Enrich IEP program. We understand that changing systems is always

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challenging and appreciate your cooperation as we move forward. We are excited about the additional features the new system will offer to districts and the potential for improved outcomes for students with disabilities. If you have any questions, please feel free to contact me at 803-734-8224 or jrpayne@ed.sc.gov; or Michael Thom, Team Lead for Fiscal and Data Management at mthom@ed.sc.gov.