



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

**MOLLY M. SPEARMAN**  
*STATE SUPERINTENDENT OF EDUCATION*

**TO:** District Superintendents  
**FROM:** Sabrina Moore, PhD, Director  
Office of Student Intervention Services  
**DATE:** April 17, 2015  
**RE:** Career Specialist Funding Information

As we approach 2015–16, the South Carolina Department of Education (SCDE) is announcing that districts will receive funds from the Education and Economic Development Act (EEDA) to assist them in meeting the 300:1 student-to-guidance personnel ratio required by the EEDA. However, before 2015–16 allocations are finalized and disbursed, districts must ensure that all students in grades eight through twelve in each middle and high school complete an individual graduation plan (IGP) in accordance with S.C. Code Ann. § 59-59-140 and that the Career Specialist Accountability Report (CSAR) is submitted to the SCDE in January and June of 2015 for all schools that serve middle and high school students and for elementary schools that serve sixth grade students.

The deadline for completing IGPs for 2014–15 is **Friday, May 29, 2015**. Attached is the *135-day IGP School Report*. The information in the report is based on IGP data, specifically IGPs marked “primary,” uploaded to PowerSchool by each district for QDC3. As a reminder, final IGP completion rates will be determined only by uploaded IGPs that have “been locked AND marked primary.”

Please have the appropriate individuals review the attached document. If the information is not consistent with the school-level reports generated in the IGP Success Planner, please contact me immediately at [smoore@ed.sc.gov](mailto:smoore@ed.sc.gov), (803) 734-8433.

The deadline for completing and submitting the online [CSAR](#) for the second half of the academic year (January–May 2015) is **Friday, June 5, 2015**.

The [CSAR](#) link will be sent to each individual whose position is either fully or partially funded by EEDA (as determined by 2014–15 employment verification forms). However, only one report should be submitted for each school. If career development responsibilities are shared by multiple school counseling staff, the staff should collaborate on the completion and submission of the single report.

Finally, please be reminded that Section 59-59-120 of the EEDA specifically states, “School guidance counselors and career specialists shall limit their activities to guidance and counseling and may not perform administrative tasks.”

If you have any questions, please contact Dorothy Nero at [dnero@ed.sc.gov](mailto:dnero@ed.sc.gov), (803) 734-6267.

Attachment