



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

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

**TO:** District Superintendents  
High School Principals  
Public Information Officers

**FROM:** Dr. Sabrina B. Moore, Director  
Office of Student Intervention Services

**DATE:** March 31, 2015

**RE:** Individual Graduation Plan Conferences Annual Survey

Beginning tomorrow, April 1, and continuing through Friday, May 29, 2015, the South Carolina Department of Education's Office of Student Intervention Services will conduct its annual review of the individual graduation plan (IGP) counseling sessions required by the Education and Economic Development Act of 2005 (EEDA). Survey responses are anonymous and results will be used to determine whether or not the 2014–15 IGP conferences were conducted in accordance with state law. As in previous years, the SCDE will survey approximately 25,000 parents/guardians statewide to get their input on the IGP process.

To participate in the review, students, counselors and career specialists should complete the survey online. Because a minimum of 10 students from each grade—eighth through twelfth—from each middle and high school are required to complete the survey, the review by students can be completed even if all IGP conferences have not been held. Of course, more than 10 students from each grade level may complete the survey.

Please inform the appropriate personnel in your respective districts about the process and ensure that counselors and career specialists at each middle and high school follow the procedures outlined below:

**School Counselor/Career Specialist Review Procedures**

1. Every school counselor and career specialist from each middle and high school who either conducts IGP conferences or assists with IGP conferences for students in grades 8, 9, 10, 11, and/or 12 should complete the survey.
2. Counselors and career specialists should use the following link to access the survey – School Counselor/Career Specialist Link: <https://ed.sc.gov/Survey/index.php?sid=14393&lang=en>
3. Counselors and career specialists should complete the survey as soon as possible but no later than May 29, 2015.

**Student Review Procedures**

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School counselors or career specialists should:

1. Randomly select 10 or more students from each grade level (8, 9, 10, 11, and 12) from each middle and high school to complete the survey. Try to ensure that the students represent different clusters and majors.
2. Ask students to use the following link to access the survey – Student Link:  
<https://ed.sc.gov/Survey/index.php?sid=69673&lang=en>
3. Ask students to complete the survey as soon as possible but no later than Friday, May 29, 2015.

Thank you for your assistance in ensuring that students, school counselors, and career specialists from each middle and high school participate in this review.

If you have any questions, please contact me at [SMoore@ed.sc.gov](mailto:SMoore@ed.sc.gov), (803) 734-8433.

cc: District EEDA Coordinators  
District Guidance Directors  
District Instructional Leaders