

OK EdPlan™ Update

OK EdPlan™ Management Solution

As you know OSDE has a new partner for a comprehensive IEP/ISP/IFSP/504 management solution – [OK EdPlan™](#). The system is designed to guide users step-by-step through the plan management process and has built in compliance checks along the way to ensure documents include all required information. It gives educators the ability to manage the entire IEP/IFSP/ISP/504 process from referral and eligibility to the development of the student’s program for meetings. For updates and frequently asked questions on the OK EdPlan™ Management Solution please visit <http://www.ok.gov/sde/special-education>

EdPlan Updates

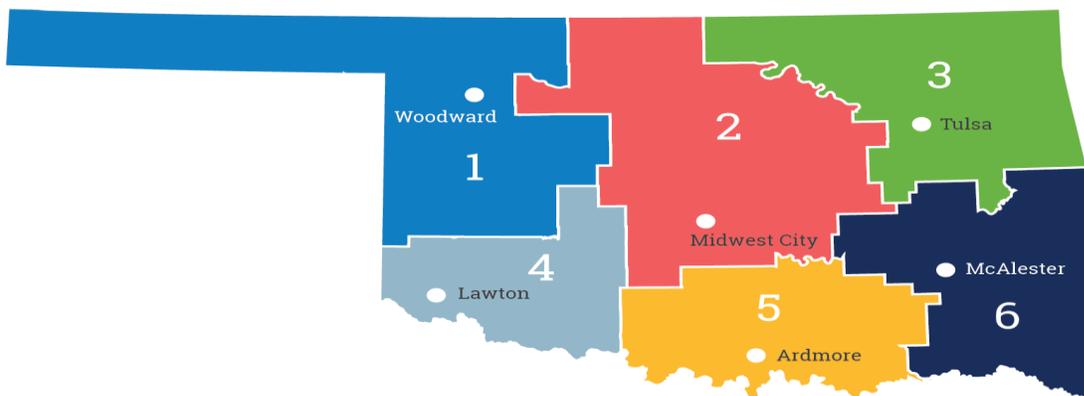
Click here to view a NEW recorded sneak peak to see how the OK EdPlan system has evolved the past few months to meet OK guidelines. <https://vimeo.com/128297324>

Important Facts:

- OK EdPlan™ will be live with all IEP/504/ISP documents July 1, 2015.
- All verified student data (general and special education) will be imported into the EdPlan™ system from the WAVE.
- You will not be required to enter all your current IEPs into the EdPlan™ system in July. As students’ IEPs become due throughout the year, you will enter the new IEP information into the EdPlan™ system. This will allow you to transition all your students into the system over the course of the year.
- Districts will continue to enter data in the SEAS program through June 30, 2015. PCG will collect the data from October 1, 2014 – June 30, 2015 from the end of year reports and combine that data with the information collected in EdPlan™ from July 1 – September 30, 2015 to provide the Child Count report for October 1, 2015.
- The EdPlan™ system is not mandatory; however, the EdPlan™ system is required for state and federal reporting. IEPs must be entered into the EdPlan™ system beginning July 1, 2015 in order to collect the data necessary for reporting. If you chose to use another system starting in July this would require duplicate entry for end users.

OK EdPlan™ Training Plan

PCG will be presenting at upcoming conferences and providing “train the trainer” trainings the last week of July. OSDE and PCG have secured locations across the state in six cities to accommodate 1 person per district. Larger districts will be allowed to send more personnel and will be contacted for coordination efforts. Based on those city locations, the state has been geographically divided up into six areas. Please see the map and the detailed training information listed below.



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Phase I: An Administrator Introduction to OK EdPlan™

Phase I of training will consist of presentations during the CCOSA and Engage OK conferences in June and July. The one hour presentations at CCOSA scheduled for June 11, 2015 at 1:00 and 2:30 will focus on giving District EdPlan Administrators the information they need to get started for the start of school to support their user community. For example, how to gain access to the system, assign users roles, caseloads, reporting and more. In July at Engage OK we will focus on both the District EdPlan Admin again as well as provide a sneak peak of how to create an IEP/504. The dates and times for Engage OK are being determined. All of these conference sessions will be recorded and available for viewing at a later time. Training manuals will also be available.

Phase II: Hands-On All-Day “Train the Trainer” Training

Phase II will occur during the week of Monday, July 27, 2015 – Friday, July 31, 2015. The training sessions will begin at 8:00 AM and last until approximately 5:00 PM with a break for lunch. The training sessions will begin with an Administrative overview similar to what was provided at the conferences but with hands on time in the system. The class will then review the Eligibility, IEP and 504 process. Between each of the four components hands-on training opportunities will occur in order for you to get comfortable and familiarize yourself with the system.

How do I sign up for training?

OSDE and PCG will utilize the “Train the Trainer” model to roll OK EdPlan™. One representative per school district is allowed to attend the training session (accommodations will be made for larger districts). PCG will send out a communication on how to sign up for PCG Register Me. Once you create an account on PCG Register Me, it will provide you with training dates and location information in your area (or region). Please select the date that works best for you. If a site in another region is closer geographically to you, please contact a PCG representatives at OKEdPlan@pcgus.com so they can assist in finding the next best option available for you depending on space availability.

Training Dates

Area 1 – Woodward, OK	Monday, July 27, 2015 & Tuesday, July 29, 2015
Area 2 – Midwest City, OK	Monday, July 27, 2015 – Friday, July 31, 2015
Area 3 – Tulsa, OK	Monday, July 27, 2015 – Friday, July 31, 2015
Area 4 – Lawton, OK	Tuesday, July 28 & Wednesday, July 29, 2015
Area 5 – Ardmore	Tuesday, July 28, 2015 & Thursday, July 30, 2015 – Friday, July 31, 2015
Area 6 – McAlester	Monday, July 27, 2015 & Wednesday, July 29, 2015 – Friday, July 31, 2015

OSDE and PCG will send out a separate email later this week explaining how to register for your class. **Remember only one person per school district and only one day of training.**

Phase III: Hands-On All-Day “Train the Trainer” Training Follow Up

PCG understands that the first training in July will be your first introduction to the system and you will then be required to go back and share this training with all your district personnel. Based on our experience is valuable to come back to repeat the training after the district has “experienced” the system for a period of time. This allows the trainers and users to take a deeper dive into the system functionality and allows users to ask specific questions that have come up during real life application. Phase III of training will be offered for one week in September in the six Areas identified above. Information regarding the September training will be communicated in the next few weeks.

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Training Plan Questions (Recap)

1. When will the training sessions take place?
 - a. July 27 – July 31, 2015.
2. How many days of training?
 - a. Just one full day.
3. How many members of the district can attend?
 - a. One member per district.
4. But, we are a large district, are there exceptions?
 - a. Please send a note to OKEdPlan@pcgus.com.
5. Geographically another location is closer to me, is it possible to move to a different area?
 - a. It depends on space availability in the other regions. Please contact PCG at OKEdPlan@pcgus.com for space availability.
6. When will instructions be sent out by PCG on how to register for the training sessions?
 - a. By the end of this week.

PCG Education™

PCG Education™ has been helping schools, districts, and state departments of education across the U.S. to optimize resources, achieve performance goals, and promote student achievement for nearly 30 years. To learn more, visit www.PublicConsultingGroup.com/Education.