



Jerry Zucker Middle School

Donald R. Kennedy, Sr.
Superintendent of Schools

Anita Huggins
Interim Deputy Superintendent

Joseph Williams, Ph.D.
Associate Superintendent of
Middle Schools

Chris Haynes
Interim Principal

November 30, 2022

To: Parents/guardians of 8th grade students
RE: IGP conferences

The South Carolina Department of Education requires that every 8th grade student and a guardian or representative meet with a school counselor to participate in the development of an Individual Graduation Plan (IGP). During the IGP conference, we will discuss current and past academic progress, educational goals, and plans for high school and beyond. For families interested in CCSD Choice Schools, we will also review the application process and timeline.

Conferences generally take about 30-45 minutes. During your child's IGP conferences in the future, you will have the opportunity to re-evaluate goals and adjust plans accordingly. Please contact your child's counselor so we can arrange a date and time to conduct the conference. We can meet in person or remotely, according to your preference.

Ms. Szczygiel (last name A-L)

Email: patricia_szczygiel@charleston.k12.sc.us
Phone: 843-767-8383 (ext 1025)

Mr. Snyder (last name M-Z)

Email: henry_snyder@charleston.k12.sc.us
Phone: 843-767-8383 (ext 1024)

If you prefer to conduct the conference with a Spanish translator, please contact Mrs. Elaine Domenech to schedule your conference.

Email: elaine_domenech@charleston.k12.sc.us
Phone: 843-767-8383 (ext 1000)

If you are unable to attend your child's IGP conference, please complete the form on the back of this letter, appointing a representative to act on your behalf. Please ask your child to return this completed form as soon as possible if you would like to designate a representative.

Students will not be able to participate in any 8th grade end-of-year activities, including the promotion ceremony, until they have participated in this state-mandated conference.

**APPOINTMENT OF AUTHORIZED REPRESENTATIVE
AND CONSENT TO RELEASE RECORDS**

This form is only required if parent/guardian cannot attend and wishes to assign someone to represent them at their child's IGP conference.

Student's name: _____

I, _____, parent or legal guardian of the student named above, appoint the following individual to be my authorized representative to meet with my child and school officials to develop an Individual Graduation Plan (IGP) for high school as provided for by the South Carolina Education and Economic Development Act.

ZUCKER MIDDLE SCHOOL FACULTY MEMBER

OR

ASSIGNED REPRESENTATIVE

Name: _____

Telephone: _____

Email: _____

I consent to the release of my child's educational records to the Authorized Representative listed above in regards to the discussion and establishment of the IGP. The appointment of the above individual will be effective beginning on the date signed and will remain in effect until I revoke the appointment by giving the school notice in writing that the appointment shall be terminated.

This appointment does not affect my rights as a parent/guardian. I may still take part in the discussion and establishment of my child's IGP and any and all other educational matters involving the student.

I fully understand this document and voluntarily agree to the appointment as stated above.

Parent/Guardian (Please Print)

Parent/Guardian Signature

Date

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