



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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## MEMORANDUM

May 4, 2018

**To:** Directors, Exceptional Children Programs  
Lead Administrators, Charter Schools  
Directors, State Operated Programs

**From:** William J. Hussey, Director *WJH*  
Exceptional Children Division

**Re:** ECATS Training Resources  
May Regional Directors' Meeting

The EC Division is releasing the attached ECATS Training Resources:

- ECATS Special Education Module: Quick Reference Card
- ECATS User Type Guide

Due to the size, the following document is posted to the EC Directors'/Coordinators Regional Wiki:

- ECATS Special Education Module: End User Manual

All three documents can be found on the Wiki.

While each of these resources are in "DRAFT" form, the content is stable enough to orient users to the ECATS interface. Finalized documents will be provided once pilot and development activities are completed.

EC Directors should plan to preview these documents prior to the May Regional Director's Meeting. In order to facilitate participation in this meeting, a guided notes document is also attached. EC Directors are encouraged to bring electronic or hard copies of all attachments for reference/use during the meeting as hard copies will not be available on the meeting date.

Training materials used during the regional meeting, including the EC Division powerpoint with speaker notes, will be made accessible on the Director's wiki the week of May 14, 2018, after all meetings have been held.

WJH/CAH/mt

### Attachments:

ECATS Special Education Module: Quick Reference Card

ECATS User Type Guide

May Regional Directors Meeting: Guided Notes

c EC Division Staff

## EXCEPTIONAL CHILDREN DIVISION

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