

Maryland Online Individualized Education Program/Student Compass (MOIEP/SC) Projected Time Savings			
Staff Members	Activity	Estimated Time	Comments
All MOIEP/SC users	Professional learning Instructional series—Learning Modules (embedded videos and pop-ups to provide background information or support.) MOIEP/SC user guide and Maryland State Department of Education (MSDE) process guide.	Although additional time may be needed in the first year, we believe that less time will be needed in future years as staff members will become more skilled in using supports that are "built in" to the MOIEP/SC tool rather than contacting central office for telephone support, and they become more familiar with the tool. Time savings for central Office of Special Education (OSE) and Office of the Chief Technology Officer Help Desk staff members who respond to questions or update Individualized Education Programs (IEPs). We are unable to provide an estimate of time saved for these individuals	OSE staff members responded to 2,000 phone calls, 404 Help Survey requests, and 78 Help Desk tickets from July 1, 2016, to present.
Special education teachers and school psychologists	Embedded Functional Behavioral Assessment (FBA) and Behavioral Intervention Plan (BIP) documents	Convenience issue as this will save about 30 minutes each for approximately 1,500 students with FBAs and BIPs.	Eliminates need to find the form, complete, create a PDF, and then attach in the system.
Placement and Assessment Services Unit staff members	Retyping Montgomery County Public Schools (MCPS) O/SS IEP into the MOIEP/SC for all MCPS nonpublic school students.	Up to two hours per IEP for approximately 600 students placed in nonpublic special education schools.	MSDE requires that all nonpublic special education students have an MOIEP/SC. Staff members will no longer have to enter data into a different IEP tool.
Special education teachers or case managers	Retyping MOIEP/SC into an MCPS O/SS IEP for students entering MCPS from another Maryland school district that uses the MOIEP/SC (19/24 school districts)	Up to two hours saved for every student with an IEP who moves to MCPS from a participating school district that uses the MOIEP/SC for approximately 10–20 students in a month, or 120 to 240 students per school year.	Staff members will no longer have to enter data into a different IEP tool.
All MOIEP/SC users	MOIEP/SC IEP Snapshot—users will use this feature to quickly, and efficiently, create a customized shortened IEP with the features they believe are most useful for multiple purposes (Ex. student accommodations).	Varies by caseload and customization of document. Anticipate approximately 20–30 minutes time saved per IEP for 19,000 students with disabilities.	Users will no longer have to build an IEP <i>At a Glance</i> document
All MOIEP/SC users	Progress monitoring Provides customized individualized reports at the student, school, and system level	Varies by caseload, inclusion of students in general education classes, and amount of data required from general education teachers. We anticipate the amount of time would be similar to the current process.	Ability to accurately monitor progress of individual students, case load, and programs at the school and system level
All MOIEP/SC users	Copy functions	Varies by caseload. Anticipate approximately 60 minutes per IEP for the 19,000 students with disabilities.	Ability to copy from an active IEP when moving to the next IEP (annual review, periodic review, amendments)
Special education teachers and speech language pathologists	Development of Service Plans for private/religious school students identified with a disability	Varies by individual skill and comfort level with Service Plan development. Anticipate approximately 60–120 minutes per Service Plan for an estimated 600 students with disabilities in private and religious schools.	Will no longer need to create a separate IEP event as the Service Plan documents are embedded.
All MOIEP/SC users	Use of multiple computer formats, including Chromebooks.	Varies by individual skill and comfort level with technology. Anticipate approximately 30–60 minutes per IEP for 19,000 students with disabilities.	The current O/SS platform only works on Internet Explorer version 11.