

Charter Institute at Erskine

INSTITUTE INSIGHTS

NAME	DATE	CONTACT	DEPARTMENT
FY20 Quarter 4 Financials	07/31/2020	John Li	Finance
June 2020 Journal Entry Upload	07/31/2020	John Li	Finance
School Reopening Plans	07/22/2020	Sherri Herbst	State and Academic P...
Title I Annual Evaluation	07/29/2020	Haley Perez	Title I
School Contributions and Donat...	07/09/2020 - 08/08/2020	John Li	Finance, Transfer Sc...
School Funding Memo	07/14/2020 - 08/28/2020	John Li	Finance, New Schools...
School Revenue and Expenditure...	07/14/2020 - 08/28/2020	John Li	Finance, New Schools...

Submission: FY20 Quarter 4 Financials

Department: Finance

Due Date: 07/31/2020

Details: As outlined in Section 8.7, Monthly and quarterly reporting, of the Charter Contract, the School shall be responsible for entering a monthly upload of all financial transactions in the format prescribed by the Sponsor by the 15th day of the subsequent month and a yearly upload of the audited adjustments by November 15. In addition, the School shall be responsible for submitting a quarterly financial statement in the format prescribed by the Sponsor by the 15th day of the month following the end of each quarter. The Parties agree that it is the responsibility of the Sponsor to use any financial information it obtains, including reports and audits, to monitor the fiscal condition and compliance of the School.

Submission: June 2020 Journal Entry Upload

Department: Finance

Due Date: 07/31/2020

Details: As outlined in Section 8.7, Monthly and quarterly reporting, of the Charter Contract, the School shall be responsible for entering a monthly upload of all financial transactions in the format prescribed by the Sponsor by the 15th day of the subsequent month and a yearly upload of the audited adjustments by November 15. In addition, the School shall be responsible for submitting a quarterly financial statement in the format prescribed by the Sponsor by the 15th day of the month following the end of each quarter. The Parties agree that it is the responsibility of the Sponsor to use any financial information it obtains, including reports and audits, to monitor the fiscal condition and compliance of the School.

Submission: School Reopening Plans

Department: State and Academic Programs

Due Date: 07/22/2020

Details: School reopening plans that have been shared with students and parents must be submitted to the Insitute via the LWS Portal 30 days before the start of school. The reopening plan of each school is a local decision and should be adapted to local needs during the reopening process. Please submit your school reopening plan through this submission. Please contact Sherri Herbst if you have any questions relating to this submission or if you need guidance.

Submission: Title I Annual Evaluation

Department: Title I

Due Date: 07/29/2020

Details: Schools with Title I programs are required to annually evaluate the schoolwide plan, using data from assessments and student performance data to determine if the schoolwide program has been effective in addressing the major problem areas and, in turn, increasing student achievement, particularly for the lowest achieving students. Please use this survey to evaluate your schoolwide Title I program during 2019-2020. COPY LINK:
<https://erskinecharters.formstack.com/forms/annualevaluation1920>

Announcement: School Contributions and Donations

Contact Person: John Li

Department(s): Finance, Transfer Schools

Start Date: 07/09/2020

End Date: 08/08/2020

Details: Please see the attached memo regarding guidelines that are established based on pertinent statutory requirements pertaining to contributions/donations

Announcement: School Funding Memo

Contact Person: John Li

Department(s): Finance, New Schools, Transfer Schools

Start Date: 07/14/2020

End Date: 08/28/2020

Details: Please see the attached memo regarding School Funding

Announcement: School Revenue and Expenditures Reporting

Contact Person: John Li

Department(s): Finance, New Schools, Transfer Schools

Start Date: 07/14/2020

End Date: 08/28/2020

Details: Please see the attached memo regarding all General Fund Revenues and Expenditures Reporting.