

THE CHARTER INSTITUTE AT

ERSKINE

.....

School Leaders Meeting

June 17, 2021



OPENING

Ashley Epperson – Communications Specialist





AGENDA

Opening and Agenda

Ms. Ashley Epperson

Director's Update

Mr. Vamshi Rudrapati

Finance Updates

Mr. John Li

Federal Programs Update

Ms. Haley Perez
Dr. Sally Fickling

New Initiatives

Institute Team

Operations Updates

Mr. Vamshi Rudrapati

Legislative Updates and Closing

Mr. Cameron Runyan

DIRECTOR UPDATE

Vamshi Rudrapati - Director

CREATIVE MINDS
INNOVATIVE SCHOOLS
EFFECTIVE RESULTS

CHARTER INSTITUTE
at ERSKINE



SUMMER OFFICE HOURS

Monday – Thursday
7:30 a.m. – 5:30 p.m.

Office Closed Friday



SCHOOL LEADERS MEETINGS

Wednesday, August 4
9:00 a.m. - 12:00 p.m.
Virtual

Wednesday, February 16
9:00 a.m. - 4:00 p.m.
Virtual

Wednesday, June 15
10:00 a.m. - 12:00 p.m.
Virtual

Visit <https://erskinecharters.org/school-leaders-meetings/>
to add these events to your calendar.

INSTITUTE LEADERS CONFERENCE

Tuesday, September 28
Board Retreat & Reception

Wednesday, September 29
Leader's Conference

2021 AWARDS BANQUET

Thursday, May 19
9:00 a.m. - 4:00 p.m.
Format TBD



Board of Directors
CHARTER INSTITUTE AT ERSKINE



Cameron Runyan
CEO/SUPERINTENDENT



Brook Montgomery
EXECUTIVE ASSISTANT



Vamshi Rudrapati
DIRECTOR

Charter Institute at Erskine

The mission of the Charter Institute at Erskine is to authorize high-quality charter schools that elevate educational opportunities through innovation and creativity.



FTE



SHARED SERVICE MODEL



CONTRACTED



INTERN



Deputy Superintendent
LEA RESPONSIBILITIES



Deputy Superintendent
AUTHORIZATION AND ACCOUNTABILITY



Deputy Superintendent
SCHOOL SUPPORT



Ciera Bing
CHIEF OF FINANCE



John Li
DIRECTOR OF FINANCE



Angelica Rodriguez
FISCAL COORDINATOR



Charity Glasgow
FISCAL COORDINATOR



Haley Perez
CHIEF OF FEDERAL PROGRAMS



Sally Fickling
ASSISTANT DIRECTOR OF FEDERAL PROGRAMS



Ashley Sturkie
ASSISTANT DIRECTOR OF FEDERAL PROGRAMS FINANCE



Sarah Shealy
COORDINATOR OF FEDERAL PROGRAMS FINANCE



Elizabeth Riberdy
COORDINATOR OF SPECIAL PROJECTS



Celina Patton
CHIEF OF STUDENT SERVICES



Laura Merrick
EXECUTIVE DIRECTOR OF STUDENT SERVICES



Sophie Ellis
COORDINATOR OF PSYCHOLOGICAL SERVICES & MTSS



Kathy Griffin
DIRECTOR OF SPECIAL EDUCATION



Sarah Love
ASSISTANT DIRECTOR OF SPECIAL EDUCATION



Christy Junkins
CHIEF OF AUTHORIZATION AND ACCOUNTABILITY



Kirby Jerry
ASSISTANT DIRECTOR OF AUTHORIZATION



Grace Rubenzer
COORDINATOR OF AUTHORIZATION



Heather Holliday
EXECUTIVE DIRECTOR OF SCHOOL SERVICES



Sherri Herbst
DIRECTOR OF STATE & ACADEMIC PROGRAMS



Jason Jones
DIRECTOR OF POWERSCHOOL AND IT



Kusuma Buddhiraju
DIRECTOR OF DATA AND RESEARCH



Ashley Epperson
COMMUNICATIONS SPECIALIST



Jacob Carter
MEDIA PRODUCTION COORDINATOR



Patti Rubenzer
EXECUTIVE DIRECTOR OF SCHOOL SUPPORT



Paula Gray
DIRECTOR OF SCHOOL AND BOARD RELATIONS



Robbie Anderson
COORDINATOR OF BENEFITS

POWERSCHOOL AND IT CONSULTING SERVICES

SCHOOL BOARD TRAINING

INSTITUTE LEADERSHIP CABINET



HALEY PEREZ
Chief of Federal Programs



CELINA PATTON
Chief of Special Education



RICH MELZER
Deputy Superintendent –
Authorization and
Accountability



CHRISTY JUNKINS
Chief of Authorization & Accountability



CIERA BING
Chief of Finance



ASHLEY EPPERSON
Communications Specialist



PATTI RUBENZER
Executive Director of School Support

NEW TEAM MEMBERS



CHARITY GLASGOW
Fiscal Coordinator



SALLY FICKLING
Assistant Director of Federal Programs



SARAH LOVE
Assistant Director of Special Education



HEATHER HOLLIDAY
Executive Director of School Services



ROBBIE ANDERSON
Coordinator of PEBA and Benefits



JACOB CARTER
Media Production Specialist



ANGELICA RODRIGUEZ
Fiscal Coordinator



BROOK MONTGOMERY
Executive Assistant

FINANCE UPDATE

Ciera Bing – Chief of Finance
John Li – Director of Finance



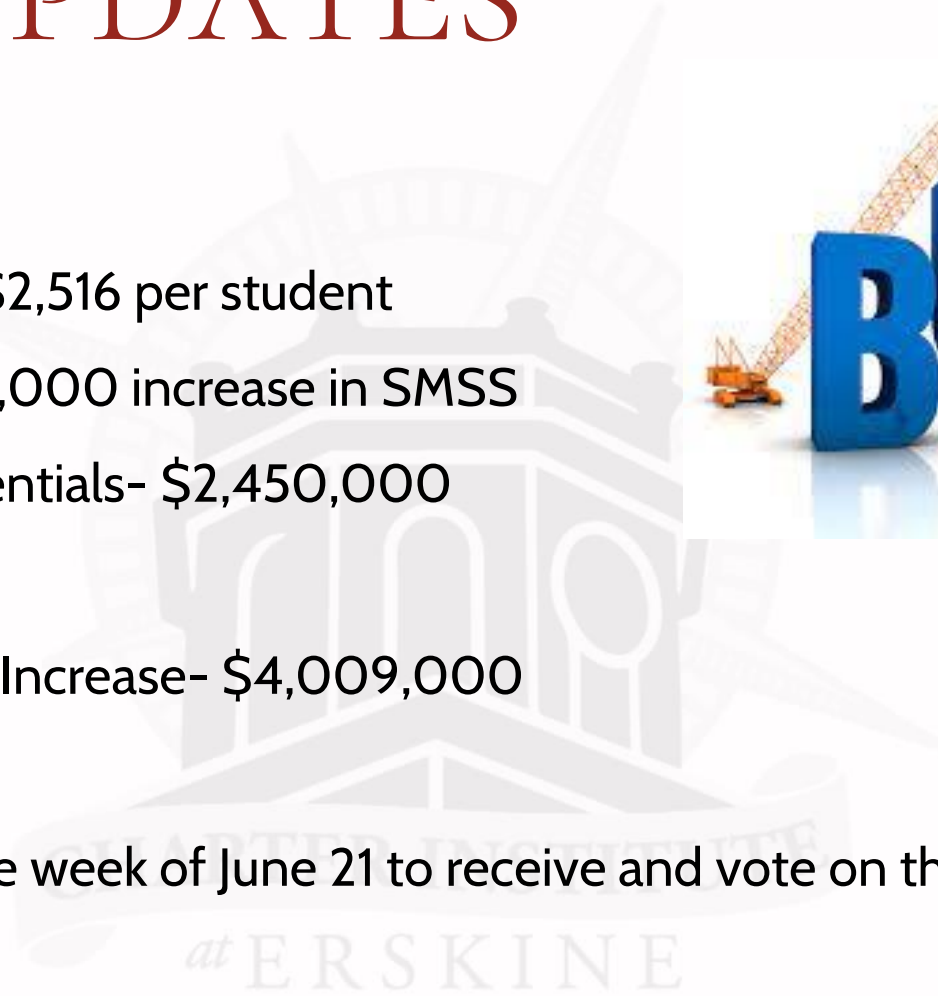
FINANCE UPDATES AGENDA

- Budget Updates
- School Policies
- FY22 Finance Trainings



BUDGET UPDATES

- “Locked” Budget Line
 - Base Student Cost (BSC)- \$2,516 per student
 - Teacher Salary Increase- \$1,000 increase in SMSS
 - Industry Certification/Credentials- \$2,450,000
 - School Nurse- \$5,577,165
 - EIA Employer Contribution Increase- \$4,009,000
- General Assembly will return the week of June 21 to receive and vote on the budget

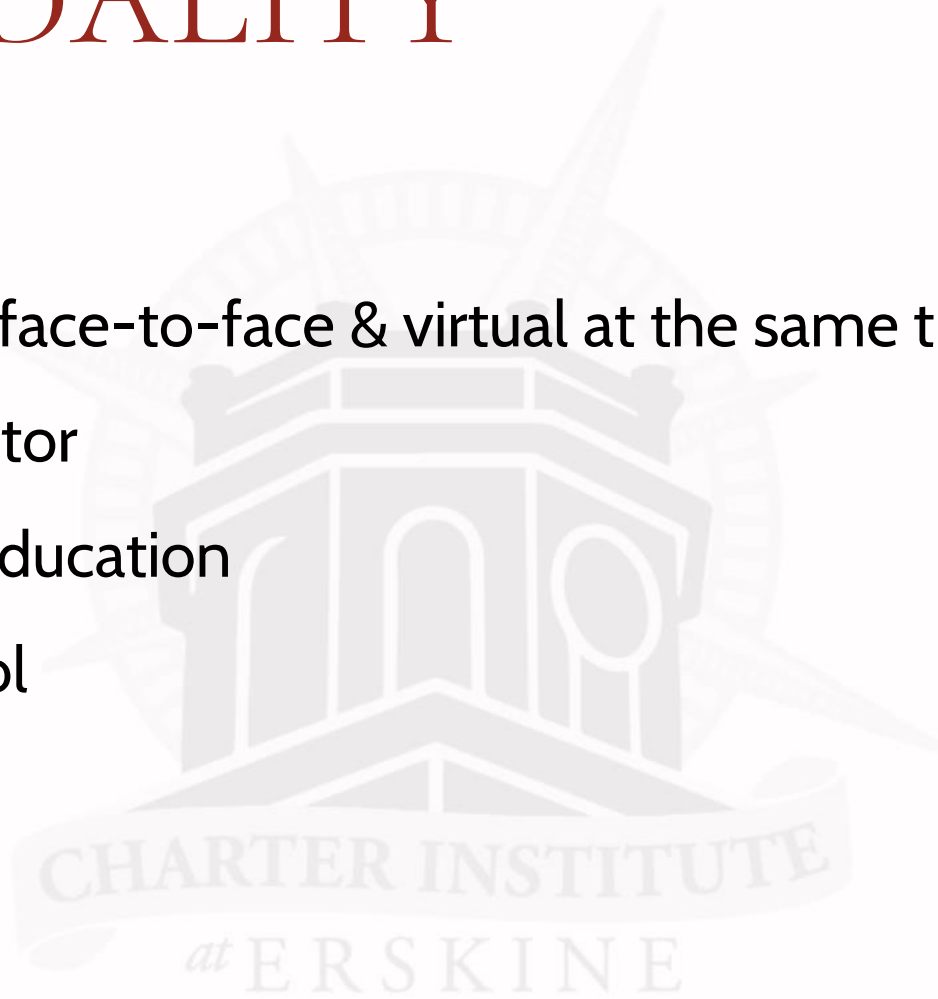


EDUCATOR DATA COLLECTION

- Proviso 1.97 (SDE: School District Employees Data) By October 1, 2021, school districts shall provide a report detailing school, district administration, and Career Centers employees to the Department of Education. The report shall specify job duties and indicate the number of individuals whose primary job is to provide classroom instruction. The department is directed to compile the information received into a comprehensive report and submit such report to the General Assembly.

DUAL MODALITY

- S 704 Dual Modality
- Any teachers that teaches face-to-face & virtual at the same time for FY22 must be recognized in SC Educator
 - Additional field in SC Education
 - Educator and school
 - Subject
 - Compensation
 - Dual-modality days



SCHOOL POLICIES

- Annual Policies Review
 - Amended Policy
 - Fixed Asset Policy
 - Adoption of Institute's Framework
- Finance Policy
- Policies Adoption Survey in LWS



CHARTER INSTITUTE
at ERSKINE

FINANCE TRAININGS

- 1st Quarter Finance Training
 - August 4, 2021
- 2nd Quarter Finance Training
 - October 13, 2021
- 3rd Quarter Finance Training
 - January 12, 2022
- 4th Quarter Finance Training
 - April 20, 2022

ALL internal finance contacts are required to attend.

ALL external finance contacts are required to have representation



FEDERAL PROGRAMS UPDATE



Haley Perez – Chief of Federal Programs

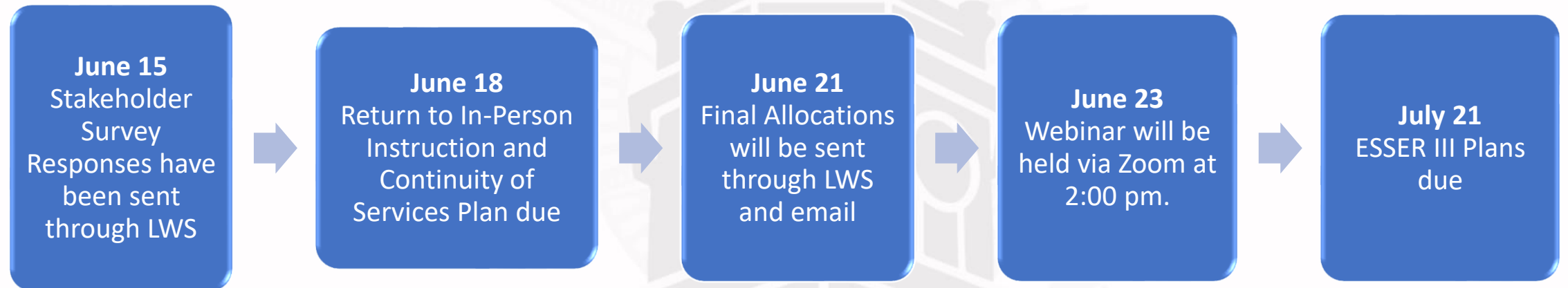
Sally Fickling – Assistant Director of Federal Programs



FEDERAL FUNDS UPDATE

- Quarterly Amendment Deadline
 - Due in LWS on July 15, if applicable (ESSER I, ESSER II, CSI, TSI, CTE)
- GEER (Governor's Emergency Education Relief Fund)
 - Upcoming Information - Allocations and Allowability Guidance
- FY 22 Funds Period of Allowability Reminder
 - Per federal regulation, the period of allowability begins on July 1, 2021
- ESSER II Approval
- Smart Fusion Reimbursement Deadline
 - Due in Smart Fusion on July 9 for ALL July 1, 2020-June 30, 2021 expenditures

ESSER III FUNDS UPDATE



CHARTER INSTITUTE
at ERSKINE

ESSER III COLLABORATIVE PLANNING SESSIONS

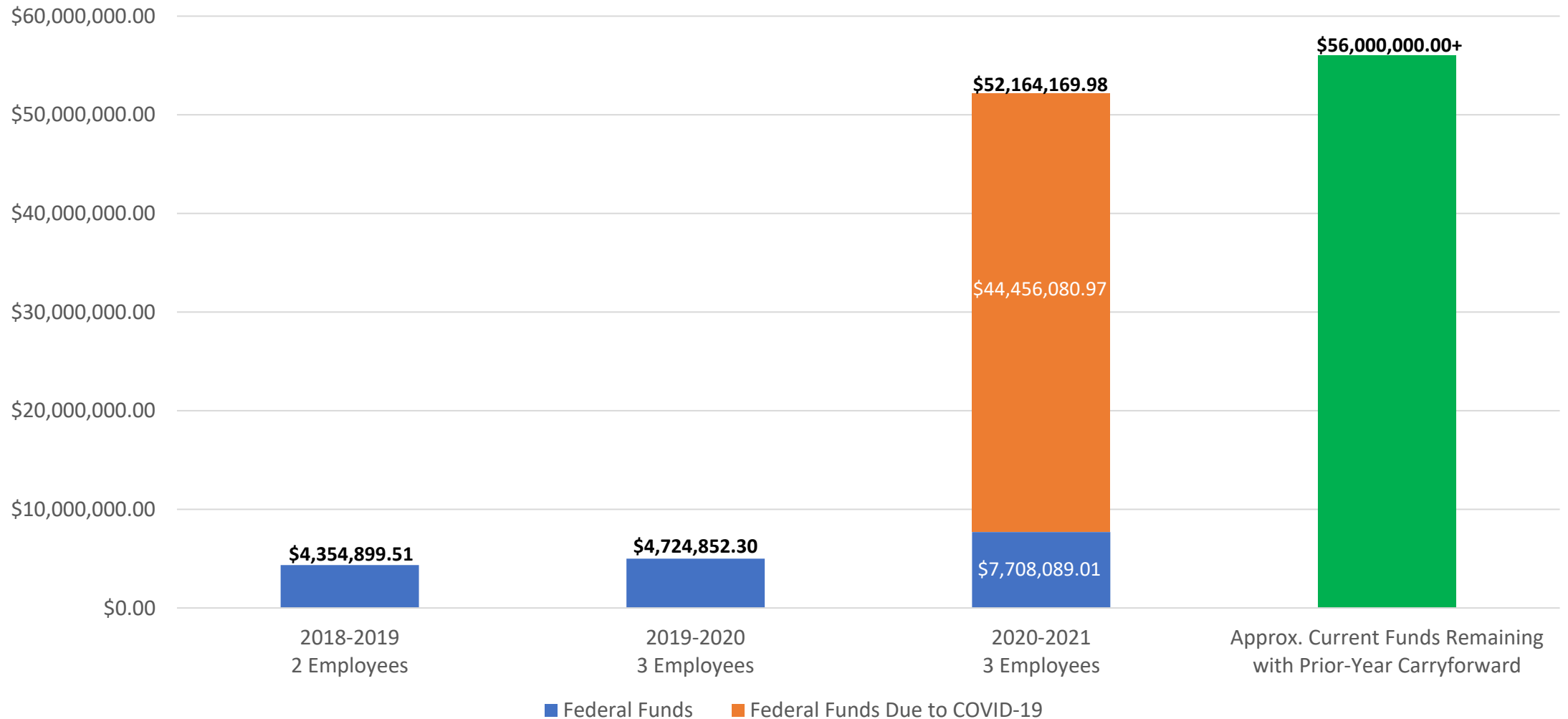
- Due to the significant amount of federal ESSER III funding, the Institute will be coordinating ESSER III Collaborative Planning Sessions.
- This will be a time to share ideas, discuss with other school leaders, and plan collaboratively.
- The Institute will coordinate 2 sessions: 1 session specific to brick-and-mortar schools and 1 session specific to virtual schools.
- Please complete the Doodle poll at the link below to note which date works best for your school:
https://doodle.com/poll/ntcex493frr9wuik?utm_source=poll&utm_medium=link

Contact Sally Fickling (sfickling@erskinecharters.org)
for any questions or concerns related to ESSER III.



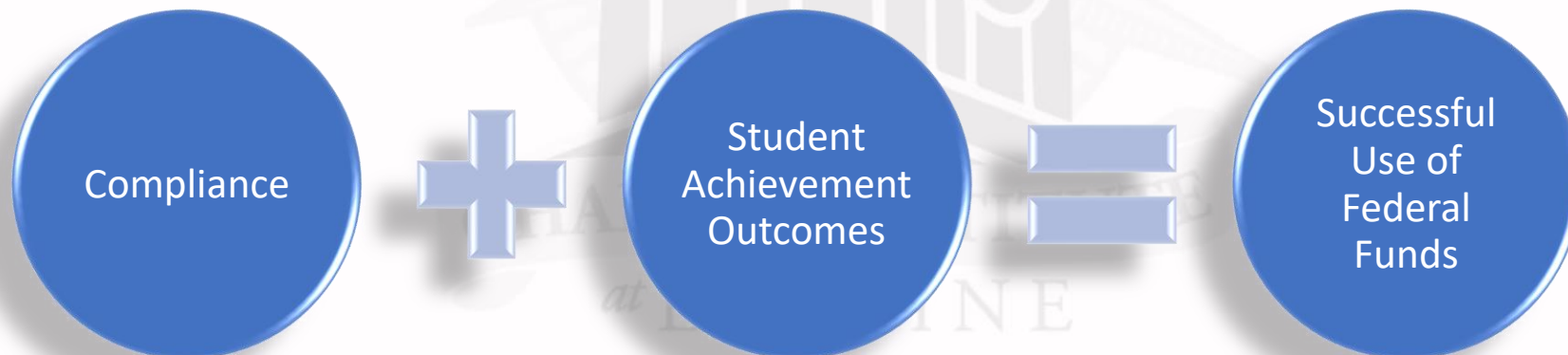
FEDERAL FUNDS OVERVIEW

Approximate # of Open Grants: 35
Approximate # of Open Budgets: 215+



FEDERAL FUNDS REMINDER

- As we continue to navigate these large increases of funding, be mindful of State and Federal regulations.
- Due to the significant increases of federal funds as a result of COVID-19, your school will likely have more involvement in federal program requirements for the next 2-4 years.
- Professionalism and Communication are crucial.
 - In a few instances, there has been recent communication has had an unprofessional and hostile tone that has stemmed from potential misconceptions on fulfilling federal obligations.



FEDERAL PROGRAMS “FUN-D”

FACTS



**Activities have been slightly modified
to not disclose confidential information.*

FEDERAL FUNDS REMINDER

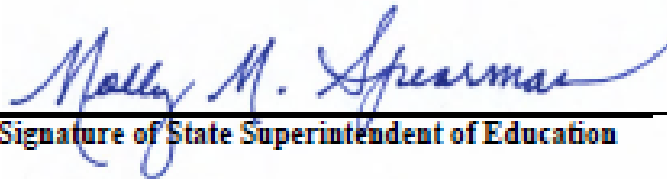
11. Applicable Regulations (continued on pages 2 and 3):

- 2 CFR Part 170 Reporting Subaward and Executive Compensation Information.
- 2 CFR Part 175 Award Term for Trafficking in Persons.
- 2 CFR Part 180 Nonprocurement Debarment and Suspension as adopted at 2 CFR 3485.
- 2 CFR Part 200, Uniform Grant Guidance Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as adopted at 2 CFR Part 3474.

13. The signature below indicates the grantee's agreement to comply with all assurances, terms and conditions, monitoring procedures, state or federal statutes, program requirements, and all applicable federal laws and guidance. I agree that my electronic signature is the legally binding equivalent to my handwritten signature.

Award Approval

Award Acceptance

 6-5-2020

Signature of State Superintendent of Education

Date



Signature of Authorized Official

06/30/2020

Date

FEDERAL FUNDS REMINDER

- Overall, schools that have historically received federal funds have implemented processes, but due to ESSER there seem to be schools that are struggling due to these large increases of federal funds.
- We understand that it is new and the level of familiarity with the processes surrounding federal grants may be more limited than schools with a more established history.
- There seems to be a focus on the HOW and the WHAT because there is a lack of understanding the WHY.
- High levels of academic performance do not exempt schools from federal requirements.

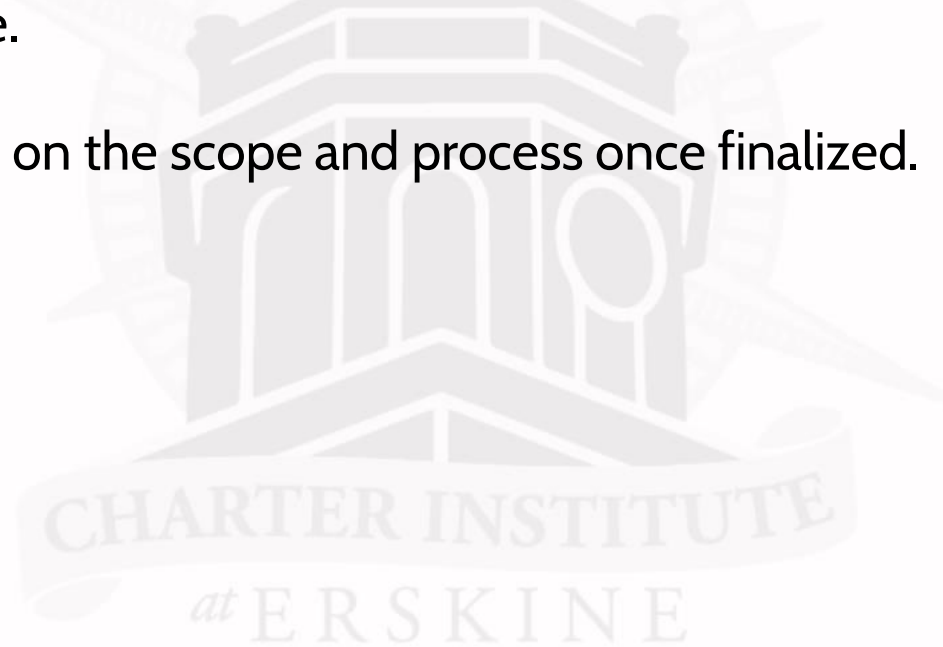


MANDATORY TECHNICAL ASSISTANCE SESSIONS

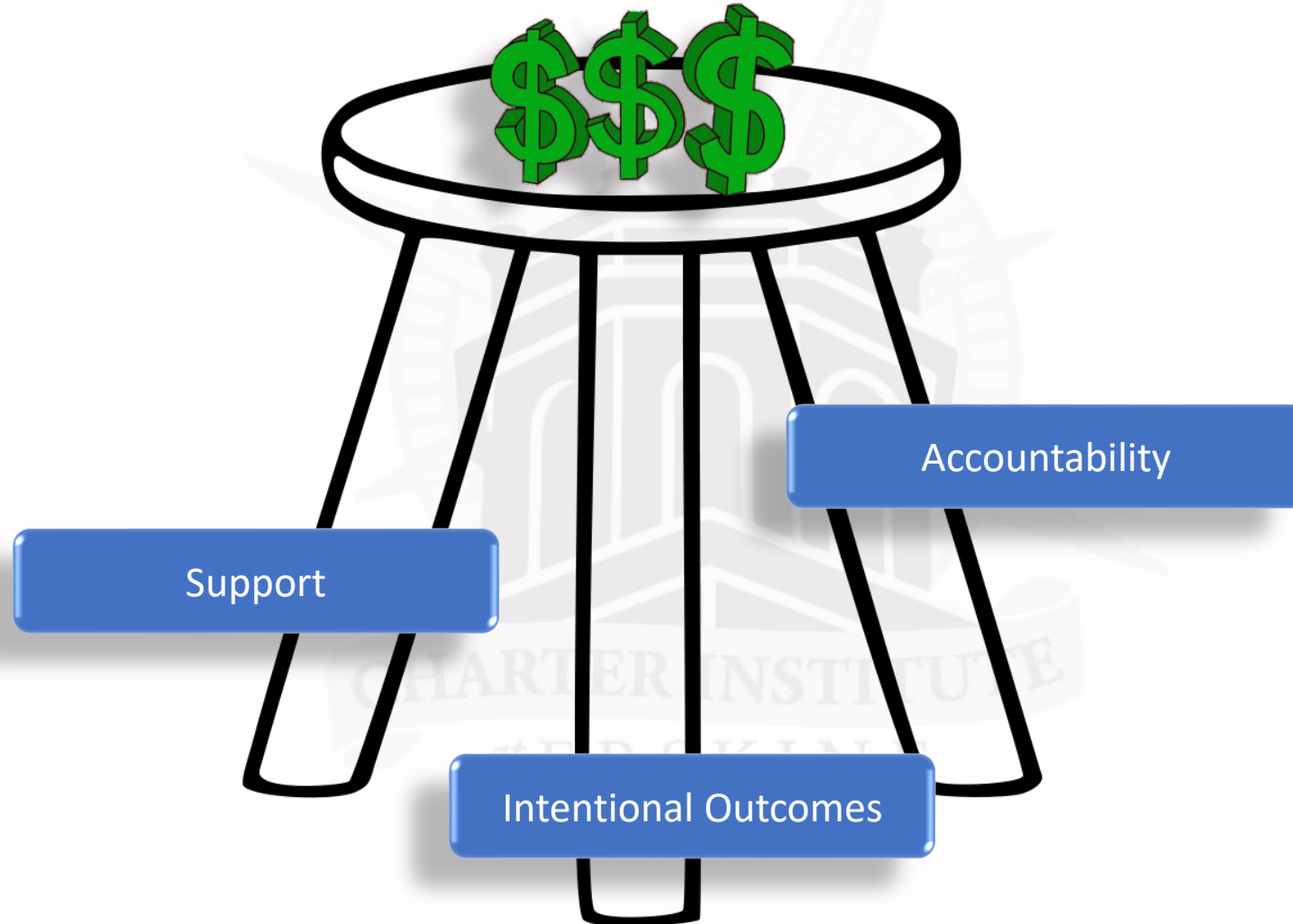
- The Institute is preparing MANDATORY technical assistance sessions for applicable schools.
- It will be required for the School Leader, Federal Programs team, and at least one School Board member (or present at your board meeting).
- There sessions will cover:
 - Understanding the Authorizer Role in Federal Programs
 - Importance of Institute Federal Program Processes
 - Understanding Federal Program Processes/Regulations and why they exist
- The purpose of these required sessions is to educate you, your team, and your Board so that there is a respectful understanding of why healthy systems, and healthy, sustainable organizations, must operate the way they do.

AUTHORIZER STUDY

- The Institute is preparing to partner with legal representatives (Third Party) with extensive federal programs management and compliance experience.
- The intent of this partnership is to conduct a study on Authorizer Practices related to federal requirements to provide external feedback on Institute processes and internal controls related to federal programs compliance.
- School Leader Interviews
- We will share more information on the scope and process once finalized.



FEDERAL FUNDS REMINDER



NEW INITIATIVES



CREATIVE MINDS
INNOVATIVE SCHOOLS
EFFECTIVE RESULTS

CHARTER INSTITUTE
at ERSKINE



Health and Safety Improvements



Professional Development for Teachers



DATE: February 1, 2023
TO: ABC Charter School
FROM: Lisa King, Executive Director of Finance
CC: Ms. Mary, Executive Director of School Programs
Counselor, Finance (CFO)
RE: (P)2023 Budget/Financial Compliance Manual
Dear School Leader:

On September 25, 2022, a group of us met to discuss the need for a new cash receipt policy for the Charter Institute at Erskine. The purpose of this policy is to ensure that all cash receipts are properly documented and that the Charter Institute at Erskine is able to track all cash receipts. This policy is intended to be a guide for the Charter Institute at Erskine and is not intended to be a contract. It is subject to change without notice. The Charter Institute at Erskine reserves the right to revise this policy at any time.

| Approved Fiscal Year | Quarter 1 (July 1 - September 30, 2022) | Quarter 2 (October 1 - December 31, 2022) | Quarter 3 (January 1 - March 31, 2023) | Quarter 4 (April 1 - June 30, 2023) |
|------------------------------|---|---|--|-------------------------------------|
| Total | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Charter Institute at Erskine | \$50,000 | \$50,000 | \$50,000 | \$50,000 |
| Other | \$50,000 | \$50,000 | \$50,000 | \$50,000 |

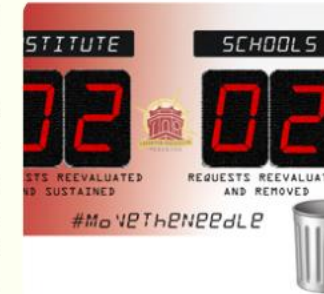
As a result of the 2023 budget and being with the budget request for the Charter Institute at Erskine.

GEER Funding Request



Characteristics of Priority Standards

- Readiness**
 - Does the learner need to master this standard to be ready for the next level?
- Endurance**
 - Will the content of the standard matter over time. Is it important for the learner to know this standard and apply it for years to come?
- Leverage**
 - Does mastery of the standard in one content area help students be successful in other content areas?
- Assessment**
 - Does the standard align with external accountability assessment expectations?
- Teacher Judgment**
 - Do you as the content expert believe this skill or knowledge is critical to what you know about your students?



Lunch and Learn



Special Education Coaches for New Schools



CURRICULUM MAPPING

Standards/
Late Arrangement

ED AUDIENCE
tested in the mapping
view, and revision



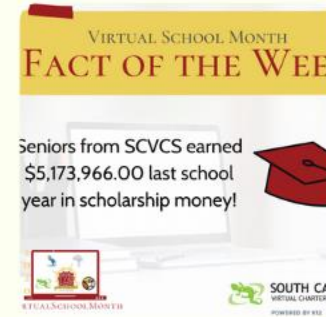
KIDSFIRST PRINCIPAL SEARCH

Posts on...
NAPCS Job Board
SCASA Job Board
ute Social Media Platforms
SD Social Media Platforms
Indeed
& more!

For...
\$250
NO C
NO C
NO C
NO C
NO C
NO C

OPTIONAL:

A successful system Charter School District





Concern – How can we get more formative feedback to schools in a timely manner in order to support school improvement?



- The Student Success Profile was the first attempt to provide such feedback
- Problems:
 - We were reliant on the State to provide results.
 - We were giving schools autopsy data instead of formative data
 - COVID hit and we no longer had the results to complete the target and comparative data.



Solution – provide quarterly reports including the areas like finance, federal programs, special education, etc.



- Eliminate the Student Success Profile
- Provide formative assessment data.
 - Create a NWEA district account
 - Provide state assessment projection data using Star, MAP and iReady results
- Set threshold/targets allowing school's to determine their status and adjust and planning.



DR. BRIAN NEWSOME

Gray Collegiate Academy

SCHOOL LEADERS LIAISON

- *Provide coaching assistance, guidance, and support to principals and school leaders for identified issues/concerns*
- *Provide assistance through collaboration and ongoing communication*
- *Available for calls, meetings, and site visits that provide technical support for building leadership capacity*
- *Share expertise and provide resources to principals and school leaders for additional support and guidance*
- *Collaborate with the Institute to increase the support provided to schools*
- *Provides technical support for charter school leadership and best practices*
- *Meets regularly through calls/virtual platforms/site visits scheduled with principals and school leaders and keeps detailed logs of communication to address questions or concerns*



DR. ANN MARIE TAYLOR

Horse Creek Academy Charter School

TEACHER PODCAST

- *Podcast episodes will be posted weekly to motivate and inspire teachers and provide mental health coaching and strategies*
- *Topics will include:*
 - *After the COVID Pandemic*
 - *Teacher Retention in South Carolina*
 - *Culture and Climate - Classroom and School-Wide*
 - *and more!*
- *Interaction between teachers at different schools within the district will be encouraged and incentivized*
- *The pilot episode will be released in late July/early August*

OPERATIONS COMMITTEE



Deirdre McCullough
Belton Preparatory Academy



Sarah Morris
*Horse Creek Academy
Charter School*



Cynthia Prince
*Midlands S.T.E.M.
Institute*



Ashley Owings
Odyssey Online Learning



Dr. Karen Wicks
*Royal Live Oaks Academy
of the Arts and Sciences*



Anita Latham
*South Carolina Virtual
Charter School*

FROM INSTITUTE LEAD: PATTI RUBENZER



"We have formed the Operations committee with a balanced representation of leaders from the various types of schools within our district. The Operations Committee will work directly with the Institute staff, as well as our partners at the SCDE and other stakeholders, to ensure that the Institute is working in the most productive, efficient, and effective manner."

SHARED SERVICE LEGAL MODEL

Atwater & Associates

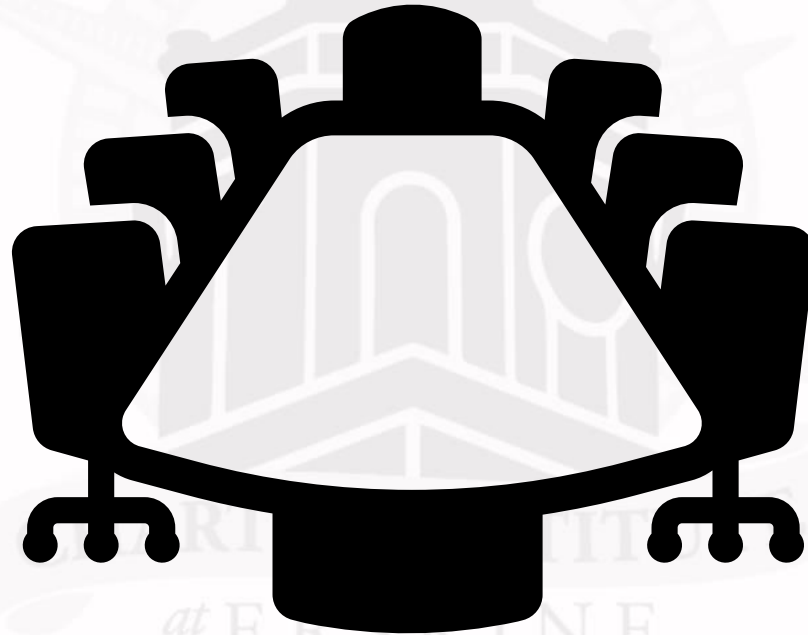


HALLIGAN MAHONEY
& WILLIAMS



W Y C H E

AUTHORIZER NEW BOARD ONBOARDING TRAINING



OPERATION UPDATES

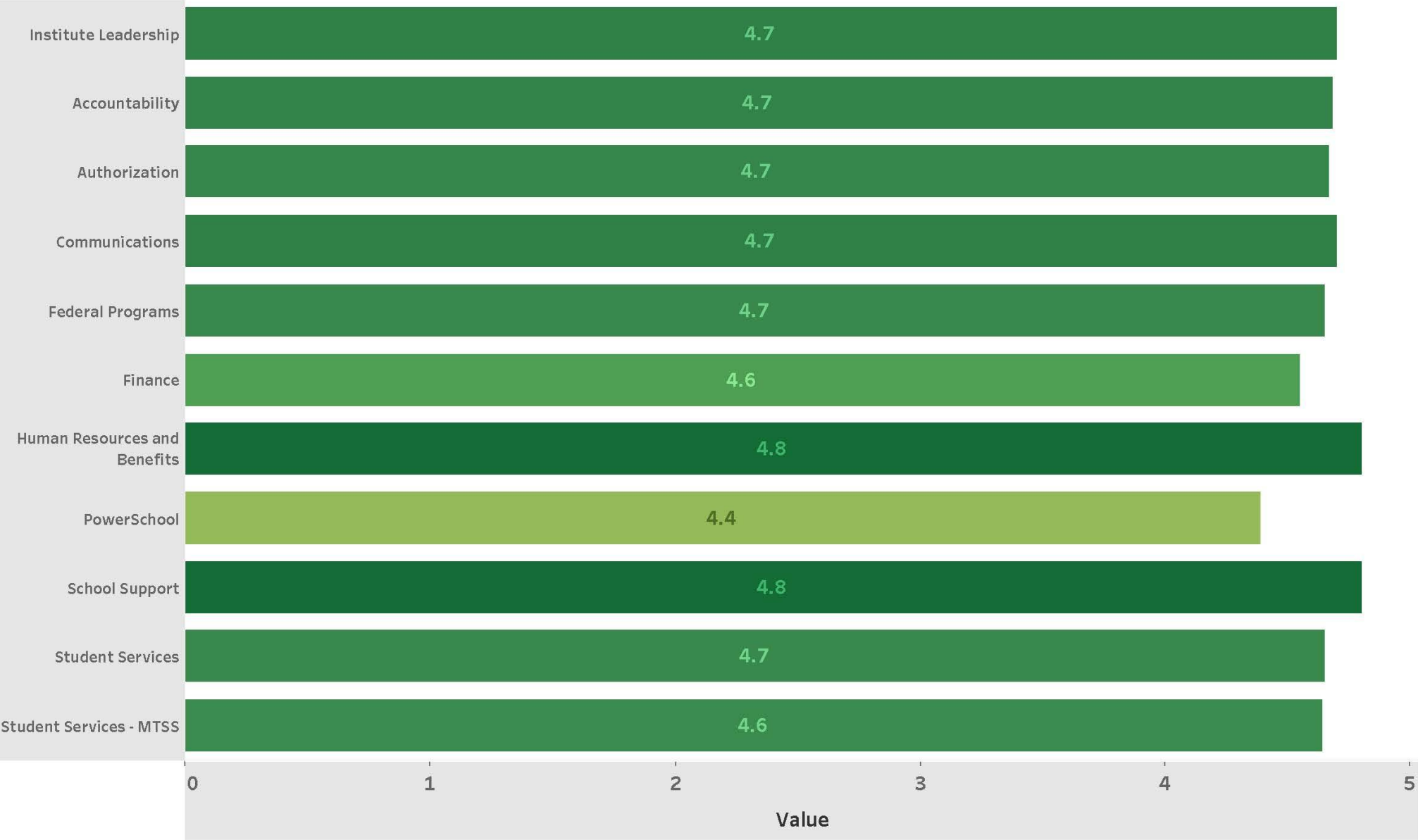
Vamshi Rudrapati – Director

CREATIVE MINDS
INNOVATIVE SCHOOLS
EFFECTIVE RESULTS

CHARTER INSTITUTE
at ERSKINE



Average Department Ratings Across the Institute





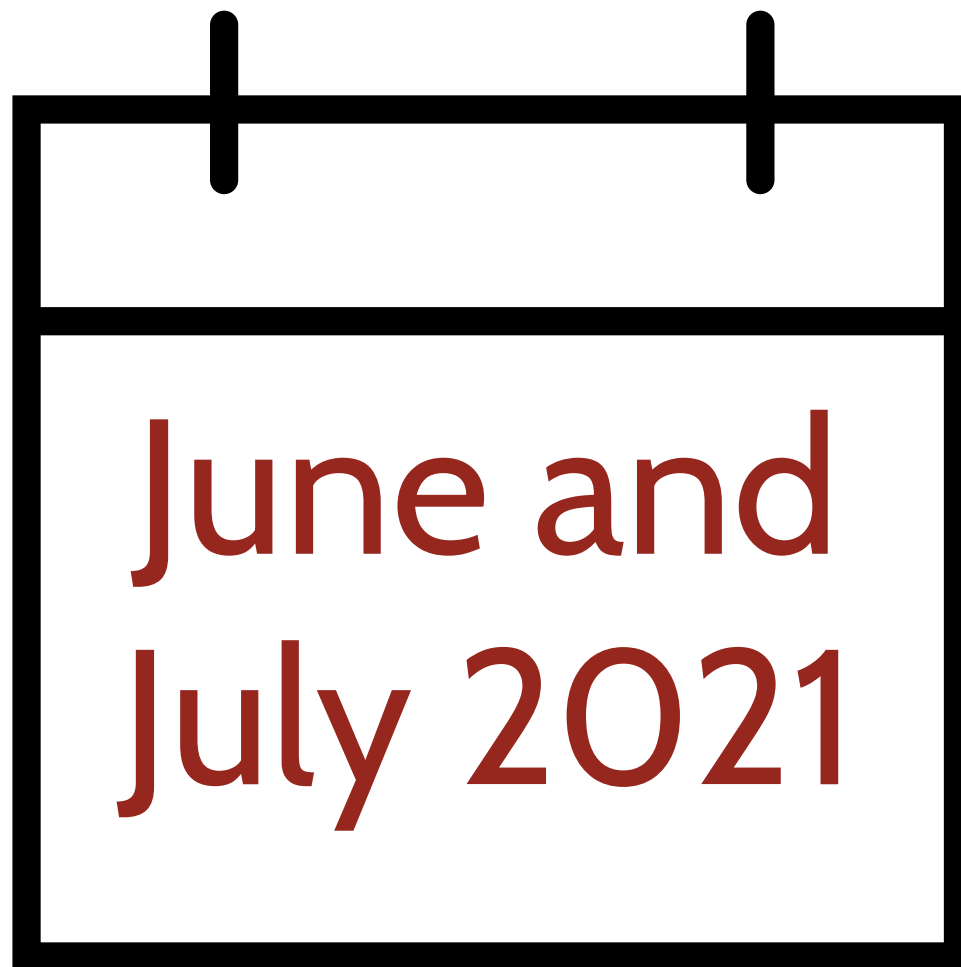
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CHARTER INSTITUTE AT ERSKINE

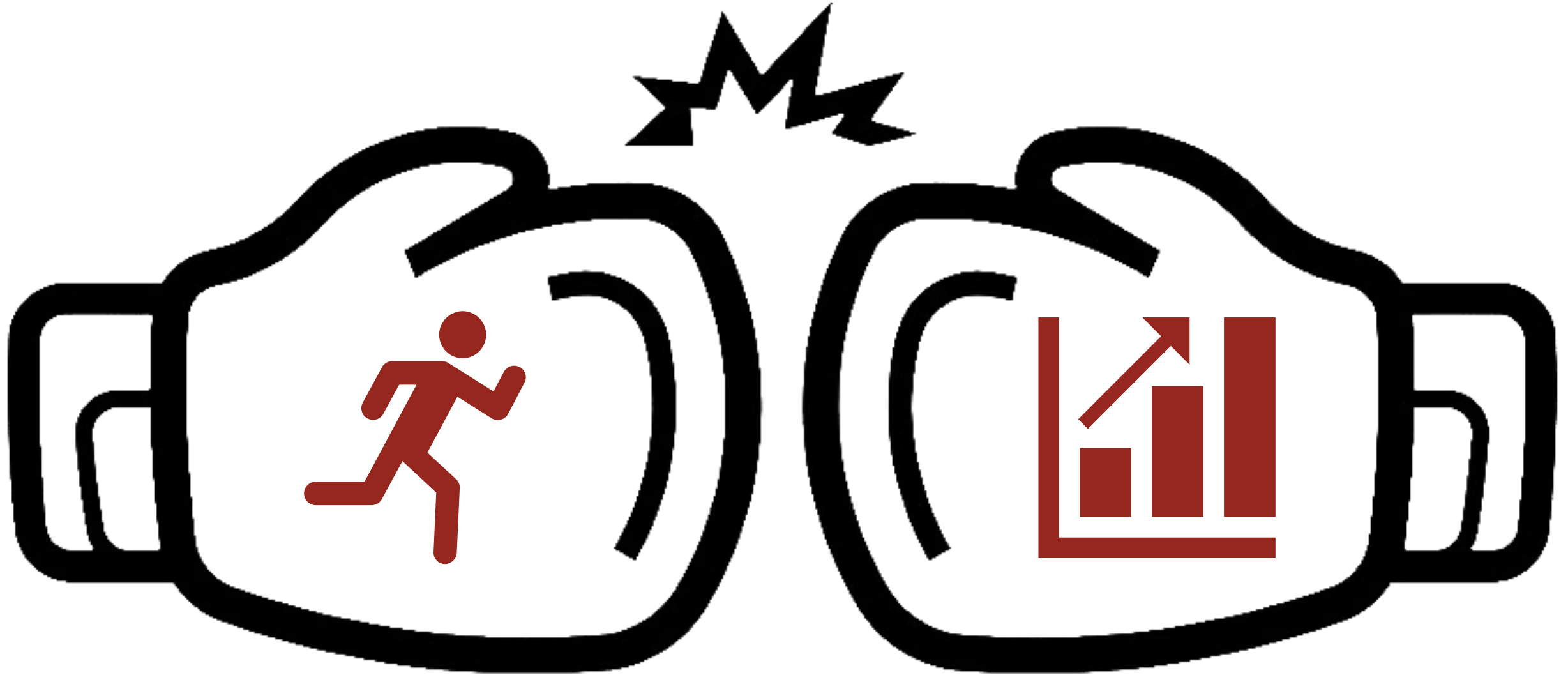
Institute Rating through
Survey Results



DATA MEETINGS



ACTIONS vs. RESULTS



LEGISLATIVE UPDATES AND CLOSING



Cameron Runyan – Superintendent/CEO



THE CHARTER INSTITUTE AT
ERSKINE



CREATIVE MINDS
INNOVATIVE SCHOOLS
EFFECTIVE RESULTS

CHARTER INSTITUTE
at ERSKINE

