

THE CHARTER INSTITUTE AT ERSKINE

LEADERS MEETING SESSION
AUGUST 4, 2021



WELCOME

CAMERON RUNYAN
Superintendent

CHARTER INSTITUTE
at ERSKINE

OPENING

RICH MELZER

Deputy Superintendent of Authorization and Accountability

CHARTER INSTITUTE
at ERSKINE

REMARKS FROM THE CHAIRLADY

CHAIRLADY RITA ALLISON
House Education and Public Works Committee



ESSER FUNDS UPDATE

MR. JOHN PAYNE

Deputy Superintendent

Division of Federal Programs, Accountability
and School Improvement

CHARTER INSTITUTE
at ERSKINE

THE FIRST ANNUAL KIDS FIRST CONFERENCE

MR. CAMERON RUNYAN
Superintendent

MS. CHRISTY JUNKINS
*Chief of Authorization and
Accountability*



KIDS FIRST CONFERENCE CONT.

- Tuesday, September 28 and Wednesday, September 29

Day 1: School Leaders and Board Members

11:30 a.m. - 5:00 p.m. with a reception
from 6:00 p.m. – 8:00 p.m.

Day 2: School Leaders, Board Members, and
School Admin

8:00 a.m. – 5:00 p.m.

- Columbia Convention Center
- Hosted collaboratively between the two authorizers
- Theme: Soaring to New Heights
- We will seek breakout session topics from the Operations Committee
- Please complete the Call for Presenters if interested



ACCOUNTABILITY UPDATES

MS. CHRISTY JUNKINS
Chief of Authorization and Accountability

MS. HEATHER HOLLIDAY
Executive Director of School Services

MR. JASON JONES
Director of PowerSchool and IT

DR. SHERRI HERBST
Director of State & Academic Programs

GRADUATION REQUIREMENT TRAINING

September 8, 2021

- What the potential issues have been.
 - Courses offered for credit vs. SCDE Activity Coding Manual
 - Courses with incomplete information in setup (ex. Credit type)
- Consistency in storing grades.
- Special education courses.
- What report to run and how to make a judgement based on that report.
- What would the benefits be to this training for schools.

75-25 CERTIFICATION

- 5 day count
- 90th day count
- 135th day count-Final

EXPIRATION OF 2020-2021 WAIVERS

For the 2021-2022 school year, schools must resume compliance with the following requirements:

- **Accreditation:** Office of Federal and State Accountability (OSFA) will resume state monitoring of schools and districts.
- **Advanced Placement (AP) and Gifted and Talented (GT) Educators:**
 - Educators teaching an AP course must have the added specialized AP course endorsement on their certificate.
 - Educators of a GT course or class must have the added endorsement approved by the SCDE.
- **Auditing Services:** Districts are required to submit an audit report to the SCDE annually by December 1, regarding the prior fiscal year.
- **Educator Certification:** SCDE will not issue new Provisional certificates or Temporary Alternative Route certificates beyond the 2020-2021 school year.
- **End of Course Grading:** End of Course Examination Program assessments administered in Algebra I, Biology, English I and 2, and United States History and the Constitution are required to count for 20 percent of the students' final grade.

EXPIRATION OF 2020-2021 WAIVERS

- **English Language Arts Assessment for Third Grade Students:** SC READY and SC PASS must be administered during the last 20 days of the school year.
- **Food Service:** If seeking USDA reimbursement, schools are required to offer a choice of entrees at lunch (minimum of two), as well as a minimum of four choices of fruits and vegetables in season for students K-5.
- **Seat Time:**
 - **K-8:** A minimum of 1,800 instructional minutes or 30 hours per week, or the equivalent time of a yearly basis, and six hours a day must be scheduled for each student including lunch.
 - **9-12:** A minimum of 120 hours of instruction must be provided to award one unit of credit for an academic standards-based course, a minimum of 60 hours of instruction must be provided to award one-half unit of credit, and a minimum of 30 hours of instruction must be provided to award one-fourth unit of credit. Each instructional day must be at least six hours a day excluding lunch.

LOCAL BOARD APPROVED COURSES

- Reminder: All LBA's must be approved each year.
- For example, '99' in the 3rd and 4th character of the course code, i.e. 619900CW or 12990000.
- [Memo](#) from March 2021.
- [Form](#) needs to be filled out and submitted to the Institute along with approved board meeting minutes.

COURSE TYPE	LOCAL BOARD APPROVAL	INSTITUTE BOARD APPROVAL	SCDE BOARD APPROVAL	RENEWAL TIMELINE
Core Subject	Yes	Yes	Yes	Every 3 years
Elective	Yes	No – approved by Institute staff	No	Yearly

ATTENDANCE

- Must be taken every day.
- For K-6 schools, may be taken as a daily option.
- For Middle and High Schools, must be per meeting/class.
- For schools with both Elementary and Middle/High grade levels,
 - Grades K-5 may take daily attendance
 - Grades 6-12 must be meeting

OUT OF STATE STUDENTS

- Advising all schools not to enroll out of state students.
- No funding for out of state students.
- Schools should collect SC proof of residency annually for all students.
 - P.O. Boxes, private mailbox address, or commercial establishment addresses are insufficient.

VIRTUAL OPTION

- Unless your school's charter specifically states online instruction, you do not have a virtual option for your instructional program. All students must attend **5 days face-to-face.**
 - Half-days/Early Dismissal: Can only have a total of 3 combined days on the school calendar.
 - Exception for Virtual Instruction is schools that applied and were approved for E-Learning Weather make-up days. Virtual Instruction is only allowed if school is cancelled due to weather.

FORMATIVE ASSESSMENTS

- All schools need to assess all students in grades 1-9 at the beginning of the year, middle of the year, and end of the year.
 - Fall: July 14 to September 3
 - Winter: December 1 to January 21
 - Spring: April 18 to June 10

PROGRAMS FOR INDUCTION TEACHERS AND MENTORS

- We received great feedback from educators in the Institute Induction Program and we are excited to offer the program again in 2021-2022.
- This year, we are adding an exciting opportunity for Mentors of Induction teachers.
- Virtual meetings for these two groups of educators will begin in September!

NEW EVALUATION MODEL FOR SPECIAL AREAS

Beginning with the 21-22 school year, educators working as School Counselors, Librarians/Media Specialists, and Speech Language Professionals (employed by schools) will be evaluated using the new evaluation model.

- Each Special Area Evaluator must have the new credential.
- Credentials are earned online through self-paced modules.
- School ADEPT Coordinator can register qualified educators through the Institute Department of State and Academic Programs.
- School ADEPT Coordinators must send copies of Credential Certificates to Institute Department of State and Academic Programs.

SCTS 4.0 ENVIRONMENT DOMAIN CHANGE

Beginning with the 21-22 school year, the Environment Domain of the SCTS 4.0 Rubric has been updated.

- Update to Rubric reflects Inclusive learning practices
- Inclusive learning practices that connect to educator planning must be identified in SLOs.
- 21-22 SLO template is updated and reflects this change.

STATEWIDE IMMUNIZATION ONLINE NETWORK (SIMON)

The Institute entered the MOA with SCDHEC allowing Institute School Nurses to use SIMON.

Nurses should contact their regional SCDHEC representative for training information.

Training manuals are available at the Institute Office.

MASKING FAQs

- Is a school allowed to require visitors to wear a mask?

Yes. Proviso 1.108 only speaks to the prohibition of a mask mandate for students and staff. Because the proviso is silent to visitors, schools may choose to enforce such a policy.

- Is a district allowed to require students and staff to wear a mask in the nurse's station and other healthcare areas of the school facility?

Face coverings may be required by students, staff, and visitors in healthcare areas of school facilities. Locations designated for healthcare, testing, or for awaiting pickup due to illness are considered healthcare facilities. Examples include health rooms and athletic trainer offices. As such, infection control policies and practices are held to healthcare facility standards and expectations and may differ from policies of non-healthcare school facilities. Individuals being assessed, tested, or dismissed from attendance due to respiratory symptoms should be required to wear a face covering while in these designated healthcare areas and also when transiting to/from these areas.

- Is a district allowed to encourage masks in its educational facilities?

Yes. While districts/schools are prohibited from requiring students and staff from wearing a mask, Proviso 1.108 does not prevent a district from encouraging the wearing of a face covering.

FINANCE UPDATE

Ms. CIERA BING
Chief of Finance

MR. JOHN LI
Director of Finance

CHARTER INSTITUTE
at ERSKINE

BUDGET UPDATES

- FY22 Budget
 - Base Student Cost (BSC)- \$2,516 per student
 - Teacher Salary Increase- \$1,000 increase in SMSS
 - Industry Certification/Credentials- \$2,450,000
 - Employer Retirement Contribution- \$32,000,000 (1% increase)
 - EIA Employer Contribution Increase- \$4,009,000
 - Aid to Districts (BSC Support/Step Increases) - \$10.8 million

SRO UPDATES

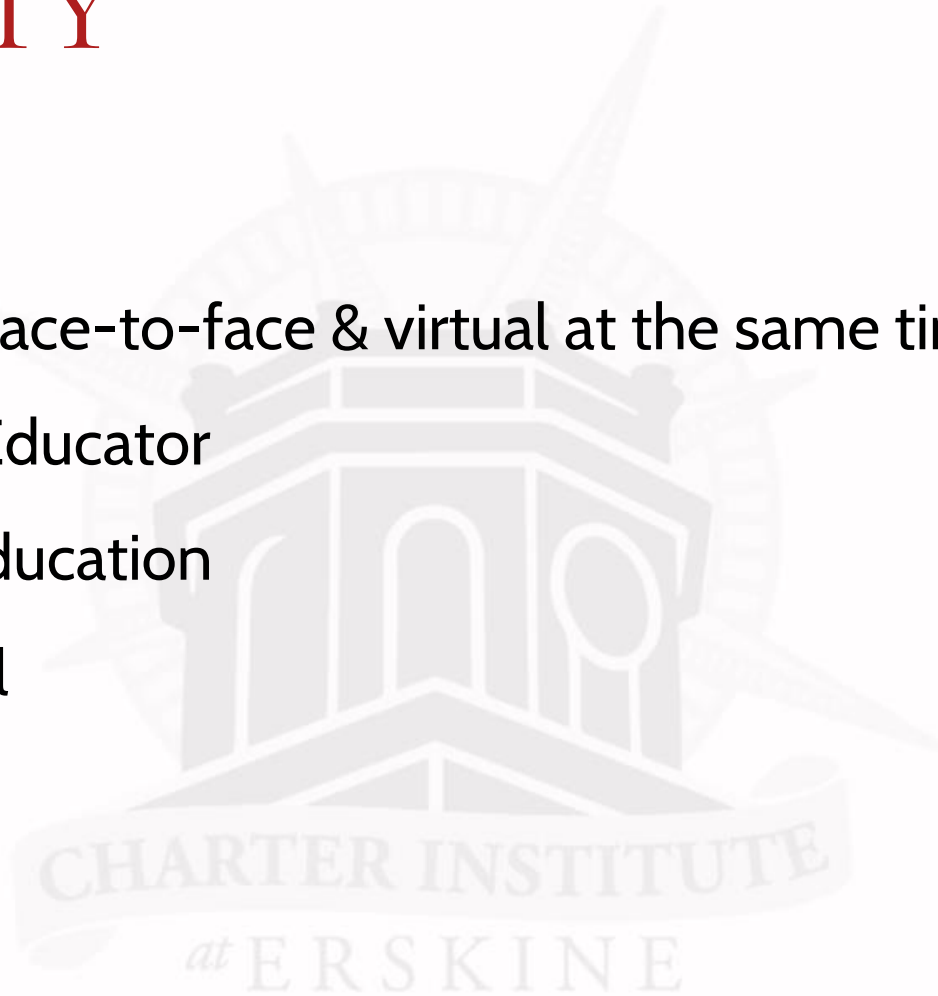
- In accordance with Proviso 63.9, the administration of state funds for school resource officers (SRO) has been transferred to the South Carolina Department of Public Safety, effective July 1, 2021
- In making determinations of eligibility, the department shall use the most recent index of taxpaying ability as the district's indicator of ability to pay with districts of the lowest index of taxpaying ability receiving priority consideration.
- Districts must apply for funding through the department.
- In making awards the department shall provide funding directly to the local law enforcement agency to pay for the cost of the law enforcement officer that shall serve as a full-time school resource officer.

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



FINANCE TRAININGS

- 1st Quarter Finance Training
 - August 5, 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 REIMBURSEMENTS

- Returned Reimbursements
 - Must submit ALL required documents by resubmission deadline
 - Schools WILL FORFEIT funds for expenses that:
 - Does not follow Finance Processes and Procedures
 - Does not submit all required documents
 - Does not resubmit by noted deadline

AUGUST 6TH SUBMISSION DEADLINE

- July expenses ONLY
- ALL required documents must be submitted in 1st submission
- NO rectifications will be allowed
- Incomplete submissions WILL result in the School forfeiting expense reimbursement

REIMBURSEMENT CHALLENGES

- Schools are not following the Board approved finance processes and procedures
- Straying away from the processes and procedures leads to...
 - Fraudulent Documentation
 - Denial of Expense Reimbursement
 - Delay of federal funds
 - Loss of federal funds

CHARTER INSTITUTE
at ERSKINE

REIMBURSEMENT APPROVALS

- Schools following the Board approved finance processes and procedures are able to...
 - Submit ALL required documentation noted in Approval Memo page 2
 - Receive timely reimbursement approval
 - Receive federal funds from the SCDE



CHARTER INSTITUTE
at ERSKINE

AUTHORIZATION UPDATE

Ms. KIRBY JERRY

*Assistant Director of
Authorization*

CHARTER INSTITUTE
at ERSKINE

EMO EVALUATION

EMO Evaluation Template

- High academic performance, fiscal compliance, and highly effective operations.
- School board evaluates the EMO, ESP and the CMO annually
 - Integrity and compliance
 - School’s mission and goals

Leader in ensuring the facility is operating in a manner that is safe and supportive to student learning.						happen often? When they do occur is student safety maintained?
EMO/CMO/ESP effectively assists School Leader in managing school operations.						Ex- School Leader, staff and EMO employees are aware of and implementing safety procedures
EMO/CMO/ESP effectively assists School Leader in managing the safety and security of the school.						Ex- Does the school have a security system and/or a resource officer?Who insures school safety?
Comments:						
Personnel	Below Expectation	Meets Expectation	Exceeds	Not Demonstrated	Not Applicable	Types of Evidence Provided
EMO/CMO/ESP consults with the Board with respect to hiring a School Leader.						Ex- Does EMO have expertise pertaining to hiring of the School Leader

EMO- Educational Management Organization CMO- Charter Management Organization ESP- Educational Service Provider

EMO/CMO/ESP consults with						Ex- EMO follows BD outlined in
---------------------------	--	--	--	--	--	--------------------------------

AMENDMENT PROCESS

Amendment Process

- Material -> Amendment
- Operational -> Institute Notification

Amendment Form

- Board Resolution
- Notarized



CHARTER INSTITUTE AT ERSKINE

Amendment Process

Material vs. Operational:

Some proposed changes require an amendment to the School's charter, while others a simple notification to the Institute. The list below helps define the difference.

Material Terms of the Charter

These items require utilizing the amendment request process to modify prior to implementation in alignment with section 12.1 of the contract:

- Addition or removal of preschool
- Any plans to procure, enter into a contract, or amend services provided by an Education Management Organization ("EMO"), Charter Management Organization ("CMO"), Charter Network Organization ("CNO"), incubator, Educational Service Provider ("ESP"), or other significant service provider
- Change of location of the school
- Change to grades served as outlined in the charter
- Changes to enrollment (including enrollment preferences, lottery procedures, admissions materials and protocol)

Required Operational Update

These items require you to notify the Institute of any occurrences or changes, but do not require approval of the Institute Board in alignment with section 3.1C of the contract.

- A default on any obligation, which shall include debts for which payments are past due by sixty (60) days or more
- Any adverse impact to the health and safety of students at the school
- Any change in its corporate status with the South Carolina Secretary of State's Office as a nonprofit corporation
- Any change to school administration
- Any change to the membership of the board or any changes to the officers or directors
- Any change to the previously approved school calendar for the academic year
- Any changes in board-adopted policies of the

SCHOOL CLOSURE POLICY

[Charter Act of 1996](#)

[School Closure/Charter Revocation Policy](#)

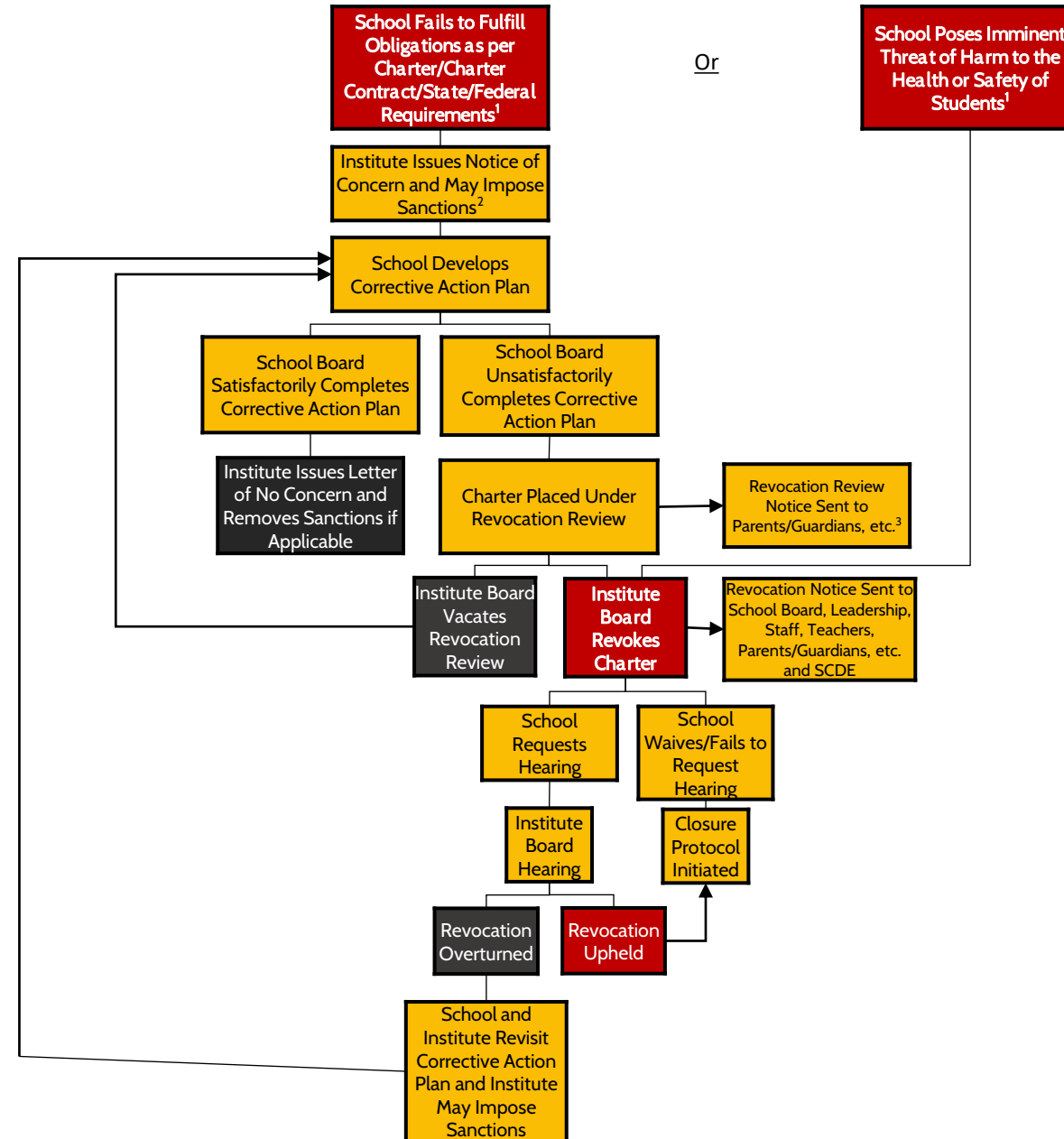
[School Closure/Charter Revocation Process](#)





CHARTER INSTITUTE AT ERSKINE

Charter Revocation Process



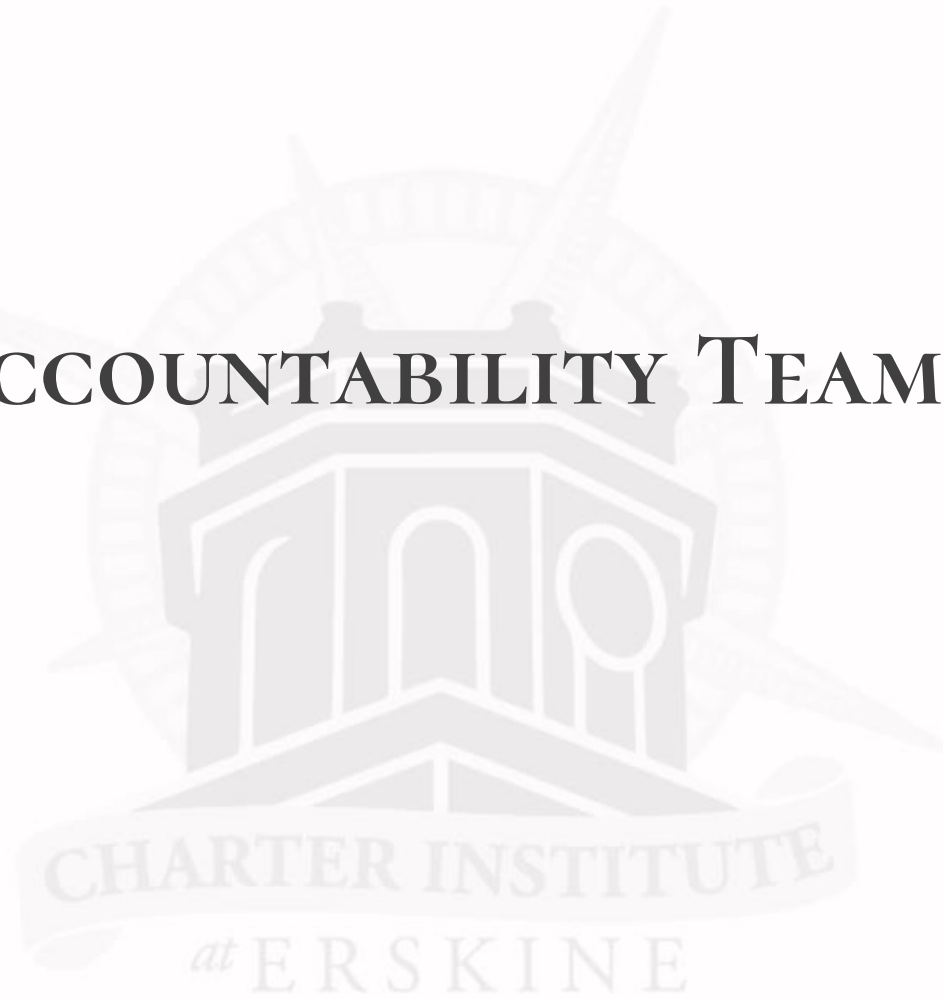
¹See Section §59-40-110 of the Charter Act of 1996

²Including enrollment freeze, etc.

³Parents/Guardians, Students 18+, and Employees of School

ARCS & CSS

ACCOUNTABILITY TEAM



WHAT IS CSS & ARCS?

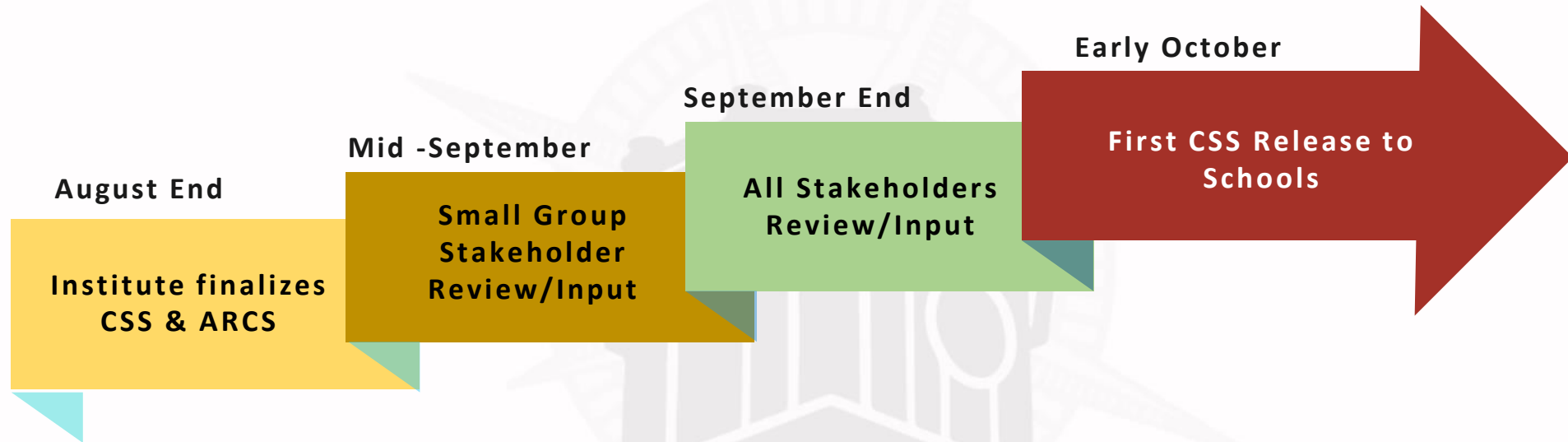
COMPREHENSIVE SCHOOL SNAPSHOT (CSS)	ACTIONS, RESULTS, COMMITMENT, SUPPORT (ARCS)
<ul style="list-style-type: none">CSS is a quarterly report on important metrics from all departments – Academics, Finance, Federal Programs, Special Education, Governance, Operations	<ul style="list-style-type: none">A commitment and support tool to drive actions that can give results for all our students
<ul style="list-style-type: none">The report is aimed to help with continuous improvement at schools in an academic year and be more proactive	<ul style="list-style-type: none">It is the backbone of CSS which has the commitment criteria with tiered outcomes and levels of support
<ul style="list-style-type: none">With all stakeholders, namely, School Leaders & Board Members receiving the quarterly report, there is enhanced transparency	<ul style="list-style-type: none">Special Education (SPED) is currently using this tool and we are expanding the methodology for all departments
<ul style="list-style-type: none">Our vision is to create a system of quantitative evaluation that can guide the decision-making process	<ul style="list-style-type: none">99% of the commitment criteria is embedded in our daily work and will not result in any additional requirements from schools

THE INSTITUTE RETREAT

We collectively brainstormed and materialized our vision at our retreat.



THE TIMELINE



CHARTER INSTITUTE
at ERSKINE

CLOSURE

MR. CAMERON RUNYAN
Superintendent



CHARTER INSTITUTE
at ERSKINE

PANEL DISCUSSION: “TYING THE KNOT BETWEEN ACADEMICS & OPERATIONS”

Meet Our Panel



Dr. Brian Newsome
Principal, Gray Collegiate Academy



Dr. Cherry Daniel
Head of School,
South Carolina Virtual Charter
School



Deidre McCullough
Principal,
Belton Preparatory Academy



Michael Sinclair
Principal,
Brashier Middle College

THE CHARTER INSTITUTE AT ERSKINE



CREATIVE MINDS
INNOVATIVE SCHOOLS
EFFECTIVE RESULTS

CHARTER INSTITUTE
at ERSKINE

