

# Charter Institute at Erskine

## INSTITUTE INSIGHTS

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| SCASA First Time Membership Di... | 01/07/2022 - 02/25/2022 | Paula Gray          | Human Resources and ... |
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| Title III February Training       | 01/19/2022 - 02/11/2022 | Sally Fickling      | Title III ESOL          |
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| SPED - Roundtable February        | 01/31/2022 - 02/11/2022 | Sarah Love          | Special Education an... |
| February PS Admin Meeting         | 02/01/2022 - 02/17/2022 | Jason Jones         | PowerSchool and IT      |
| PADEPP Survey                     | 02/04/2022 - 02/17/2022 | Paula Gray          | Human Resources and ... |
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### **Submission: EEDA Amendment Request FY22 Feb. 15th**

**Department:** Finance

**Due Date:** 02/15/2022

Details: Please submit your amendment request for the grant you wish to amend. Contact [arodriguez@erskinecharters.org](mailto:arodriguez@erskinecharters.org) if you have any questions.

### **Submission: FY20 CSI Plan Amendment**

**Department:** Comprehensive Support and Improvement

**Due Date:** 02/10/2022

Details: If your school currently needs an amendment for FY20 CSI plan, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: The due date was extended from 1/15/21 as the previous amendment was not yet approved by SCDE.)

### **Submission: SC Alt Testing--Items Required Prior to Testing**

**Department:** Assessment

**Due Date:** 02/15/2022

Details: Please submit the required items prior to the start of Alt testing at your school. If you have no Alt students to test, please email [hholliday@erskinecharters.org](mailto:hholliday@erskinecharters.org) or leave me a comment in the submission so you can be Exempted from the submission. Items required are the spreadsheet of TA information and one question. There will be a post test submission later in the term.

**Submission: 2021-2022 Professional Development Calendar**

**Department:** Title II

**Due Date:** 02/11/2022

Details: Please upload a copy of your school's 2021-2022 Professional Development Calendar. (Note: This is required for SCDE Audit purposes. There is not a required format/template, but templates and samples are attached for your reference.) (ESSA Section 2102 (b)(2)(B) Evidence/description of professional growth and improvement, such as induction for teachers or instructional staff and opportunities for building the capacity of teachers and opportunities to develop meaningful teacher leadership.)

**Submission: IDEA Benefit Breakout**

**Department:** Federal Programs Finance

**Due Date:** 02/18/2022

Details: Please update the Benefits Breakout form to reflect the amount that is included in the amended plan. Schools will be unable to seek federal reimbursements for benefits until received. Benefits total must equal the amount requested in the plan. Please refer to SCDE Financial Accounting Handbook for the correct category description

**Submission: ESSER III Return to Instruction Plan Update**

**Department:** Federal Programs Finance

**Due Date:** 02/25/2022

Details: ESSER III Return to Instruction Plans must be reviewed/updated every 6 months. Step 1: Public input must be considered to develop the plan. Share "ESSER III Stakeholder Survey" via school social media, website, email, etc. [https://erskinecharters.formstack.com/forms/esser3\\_stakeholder\\_survey\\_winter22](https://erskinecharters.formstack.com/forms/esser3_stakeholder_survey_winter22) Step 2: Please submit your school's ESSER III Return Plan at: [https://erskinecharters.formstack.com/forms/esser3returnplan\\_update](https://erskinecharters.formstack.com/forms/esser3returnplan_update) Please upload the PDF Submission that was emailed via Formstack

**Submission: GEER Plan Expenditure Dates**

**Department:** Federal Programs Finance

**Due Date:** 02/11/2022

Details: Please review your school's GEER Plan Google sheet and select the time frame expenditures will be claimed for reimbursement. Please note that this data will be submitted to the Governor's Office. (There is a highlighted column on the Google sheet to select the time frame from a drop-down menu.)

**Announcement: SCASA First Time Membership Discount**

**Contact Person:** Paula Gray

**Department(s):** Human Resources and Benefits

**Start Date:** 01/07/2022

**End Date:** 02/25/2022

Details: Starting today, new members can join SCASA at half-price! For just \$99, they will receive full member benefits including membership in a Professional Affiliate, as well as free registration to the Affiliate Roundtable meetings. They will also receive a \$225 registration discount to the 2022 Innovative Ideas Institute (i3), and discounted or free registration to all SCASA conferences, events, and webinars.

If you have someone at your school that needs a membership and has never had one, this is a good opportunity. The application is attached. Please let Paula Gray know if you have any questions.

**Announcement: Quarterly Title III Training**

**Contact Person:** Laura Merrick

**Department(s):** Title III ESOL

**Start Date:** 01/10/2022

**End Date:** 02/10/2022

Details: The Quarterly Title III Coordinator Training will be held virtually on 2/10/2022 from 1:00-2:00.

**Announcement: Textbook Caravan Information**

**Contact Person:** Kristin Olcott

**Department(s):** State and Academic Programs

**Start Date:** 01/13/2022

**End Date:** 02/14/2022

Details: See attached memo with updated textbook caravan information.

**Announcement: School Leaders Meeting**

**Contact Person:** Ashley Epperson

**Department(s):** Leadership

**Start Date:** 01/16/2022

**End Date:** 02/16/2022

Details: The Institute will be holding a School Leaders Meeting on February 16th, 2022. More information to follow.

**Announcement: Title III February Training**

**Contact Person:** Sally Fickling

**Department(s):** Title III ESOL

**Start Date:** 01/19/2022

**End Date:** 02/11/2022

Details: The monthly Title III training for February will be held on Thursday, February 10, 2022, at 1:00 pm. Join Zoom Meeting at <https://zoom.us/j/99658382794?pwd=dXdJZW1MWCtqVXBiU29aRUlvNnBjUT09> or use Meeting ID: 996 5838 2794 and Passcode: bSna6

**Announcement: FY22 Title II Plan Approval**

**Contact Person:** Sarah Shealy

**Department(s):** Federal Programs Finance

**Start Date:** 01/24/2022

**End Date:** 03/11/2022

Details: The Charter Institute at Erskine has been notified of approval of your school's FY22 Title II plan from the South Carolina Department of Education. Please see the attached approval memo containing your school's current approved plan, documents required for pre-approval/reimbursement, and important deadlines. Please note that the Smart Fusion budget will be sent upon completion.

**Announcement: FY22 IDEA Approval**

**Contact Person:** Sarah Shealy

**Department(s):** Federal Programs Finance

**Start Date:** 01/25/2022

**End Date:** 03/11/2022

Details: The Charter Institute at Erskine has been notified of approval of your school's FY 22 IDEA plan from the South Carolina Department of Education. Please see the attached approval memo containing your school's current approved plan, documents required for pre-approval/reimbursement, and important deadlines. Please note that the Smart Fusion budget will be sent upon completion.

**Announcement: SC Teacher Expo**

**Contact Person:** Paula Gray

**Department(s):** Human Resources and Benefits, New Schools, Transfer Schools

**Start Date:** 01/25/2022

**End Date:** 03/22/2022

Details: The SC Teacher Expo will be held on Thursday, April 7, 2022 in the Goodman Building of the SC State Fairgrounds in Columbia, SC. Due to current CDC recommendations for maximizing protection and preventing the spread of COVID-19 to others, they ask that masks be worn at all times when you are inside the building.

The 2022 Expo will be open to certified teachers, recent teacher education program graduates, and applicants who have applied to and met admission criteria for an approved alternative certification program.

The Expo schedule will be as follows:

- 9:00am - Districts check in and set up booths
- 9:30am - Participants check in
- 10:00am - Participants visit district booths and set up interviews
- 12:30pm - Lunch break; district booths closed
- 1:00pm - Pre-scheduled interviews
- 4:00pm - Expo concludes

Space is limited and the Institute may have no more than 6 recruiters, so only one person from the first six schools that contact Paula Gray (pgray@erskinecharters.org) may attend. The registration fee is \$40 per person and includes lunch. Please contact Paula Gray if you would like to attend.

**Announcement: ESSER III Plan Approval**

**Contact Person:** Ashley Sturkie

**Department(s):** Federal Programs Finance

**Start Date:** 01/27/2022

**End Date:** 02/10/2022

Details: The Charter Institute at Erskine has been notified of approval of ESSER III plans from the South Carolina Department of Education. Please see the attached approval memo containing your school's current approved plan. All expenditure request will continue to follow the school's financial policies and Charter Institute at Erskine pre-approval and reimbursement process.

**Announcement: FY20 CSI Amendment Approval**

**Contact Person:** Ashley Sturkie

**Department(s):** Comprehensive Support and Improvement

**Start Date:** 01/27/2022

**End Date:** 02/10/2022

Details: The Charter Institute at Erskine has been notified of approval of FY20 CSI amendments from the South Carolina Department of Education. Please see the attached approval memo containing your school's current approved plan and Smart Fusion budget. All expenditure request will continue to follow the school's financial policies and Charter Institute at Erskine pre-approval and reimbursement process.

**Announcement: SPED - Roundtable February**

**Contact Person:** Sarah Love

**Department(s):** Special Education and 504

**Start Date:** 01/31/2022

**End Date:** 02/11/2022

Details: The February Special Education Roundtable will be held on February 11, 2022, at 1 pm via Zoom. Please join using the following link: Join Zoom Meeting

<https://zoom.us/j/98052726489?pwd=cjdHOW9rN3Z2RDF0eDA1MEINUWNldz09>

Meeting ID: 980 5272 6489

Passcode: Gc04EU

**Announcement: February PS Admin Meeting**

**Contact Person:** Jason Jones

**Department(s):** PowerSchool and IT

**Start Date:** 02/01/2022

**End Date:** 02/17/2022

Details: The PowerSchool monthly webinar will be Feb. 17, 2022 at 9:00 am. Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/999791133>

You can also dial in using your phone. United States: +1 (224) 501-3412 Access Code: 999-791-133 New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/999791133>

**Announcement: PADEPP Survey**

**Contact Person:** Paula Gray

**Department(s):** Human Resources and Benefits

**Start Date:** 02/04/2022

**End Date:** 02/17/2022

Details: The Office of Educator Effectiveness and Leadership Development has developed a PADEPP Survey so that principals and PADEPP evaluators can give us feedback on each of the 13 revisions recommended by our PADEPP Advisory Group. These revisions will help us align more closely with the National Professional Standards for Educational Leaders (PSEL). Please help us by sending the link to the survey to all of your principals and principal evaluators in your district. The deadline for submission is February 17 as we would like to take our revisions to the SBE in April. Thank you so much for your assistance!

Link to Survey: [https://docs.google.com/forms/d/1adgDUzR3VtrCPsFBxBm6gwcMPOJTRH4Ko\\_hJSSQuIMQ/viewform?pli=1&pli=1&pli=1&edit\\_requested=true#response=ACYDBNhnZ3yFGWiggz8li1FAuXNC3f0ZBSoirtLRhWzRqwqnlHU90IY5vJQ5YfvKk5dh\\_48](https://docs.google.com/forms/d/1adgDUzR3VtrCPsFBxBm6gwcMPOJTRH4Ko_hJSSQuIMQ/viewform?pli=1&pli=1&pli=1&edit_requested=true#response=ACYDBNhnZ3yFGWiggz8li1FAuXNC3f0ZBSoirtLRhWzRqwqnlHU90IY5vJQ5YfvKk5dh_48)

**Announcement: Let's Work Smart Monthly Drop-In Q&A Session**

**Contact Person:** Haley Perez

**Department(s):** Leadership

**Start Date:** 02/08/2022

**End Date:** 02/22/2022

Details: The Institute is offering optional LWS Training Sessions. There will be an optional virtual drop-in session on Tuesday, February 22nd from 1:00pm - 1:30pm. Although we are always available for assistance via email and phone, this is a designated time we will be available to answer questions and provide support if needed by your school. These are drop-in Q&A sessions to answer any questions related to LWS. Please see the attached memo for more information on additional training opportunities.