

Charter Institute at Erskine

INSTITUTE INSIGHTS

NAME	DATE	CONTACT	DEPARTMENT
Staff Check #1 for Climate Sur...	01/15/2024	Heather Holliday	Accountability
FY24 Title I Parent and Family...	01/31/2024	Lacy Lucas	Title I
NCAA Clearinghouse Information	01/15/2024	Heather Holliday	Accountability
CSAR Collection Period 1	01/19/2024	Heather Holliday	State and Academic P...
PS 90th Day Reports	01/12/2024	Jessica Crowe	PowerSchool and IT
Early Graduates Roster and Tra...	01/12/2024	Jessica Crowe	PowerSchool and IT
SC Ready Precode File	01/31/2024	Blythe Branham	PowerSchool and IT
January 2024 Foster File	02/01/2024	Jessica Crowe	PowerSchool and IT
Virtual SCTS 4.0 Evaluator Tra...	11/08/2023 - 02/21/2024	Callison Madsen	State and Academic P...
Summer Reading Camp Community ...	11/30/2023 - 02/07/2024	Callison Madsen	State and Academic P...
New STC Academy - January 9th	12/11/2023 - 01/09/2024	Christopher Seay	Assessment
Literacy Coach Train-the-Train...	12/13/2023 - 01/12/2024	Callison Madsen	State and Academic P...
South Carolina Department of E...	12/15/2023 - 04/30/2024	Callison Madsen	State and Academic P...
SPED Coordinator Roundtable- J...	12/29/2023 - 01/10/2024	Bralyn Wood	Special Education an...
Mandatory Time and Effort Trai...	01/02/2024 - 01/10/2024	Lacy Lucas	Federal Programs Fin...
January PowerSchool Meeting On...	01/02/2024 - 01/11/2024	Jason Jones	PowerSchool and IT
In-Person Educator Training fo...	01/03/2024 - 02/23/2024	Callison Madsen	State and Academic P...
Webinars to Support Educator I...	01/03/2024 - 02/23/2024	Callison Madsen	State and Academic P...
South Carolina High School Emp...	01/04/2024 - 02/03/2024	Jason Jones	PowerSchool and IT
K-12 School District Digital A...	01/04/2024 - 02/03/2024	Jason Jones	PowerSchool and IT
SPED Coordinator Academy- Janu...	01/05/2024 - 01/17/2024	Bralyn Wood	Special Education an...
Monthly Federal Budget Report	01/05/2024 - 01/12/2024	Sarah Shealy	Additional Targeted ...

Submission: Staff Check #1 for Climate Survey Spring 2024

Department: Accountability

Due Date: 01/15/2024

Details: We will complete of staff checks between PS & PCS prior to the start of Spr 24 climate survey windows. This is the 1st one. You will find an attachment describing the steps you need to take to process and check your individual school file. You have until January to complete this task, but we encourage you to begin confirming these lists and submitting needed forms. Please completed your edited spreadsheet for this submission. Contact Heather Holliday with questions.

Submission: FY24 Title I Parent and Family Engagement - 1st Semester

Department: Title I

Due Date: 01/31/2024

Details: Please upload documentation of parent and family engagement events by January 31st, 2024, that were held in the first semester. These events should build parent capacity. Examples include parent conferences where individual assessment data is shared, STEM, technology, math, and literacy nights, etc.

Submission: NCAA Clearinghouse Information

Department: Accountability

Due Date: 01/15/2024

Details: The NCAA Clearinghouse has provided three reports for your schools based on data in their database. I have attached those reports for you to use as you wish. Please share this with the appropriate staff members at your school.

Submission: CSAR Collection Period 1

Department: State and Academic Programs

Due Date: 01/19/2024

Details: It is time to begin collecting the data for the CSAR Period 1 report. The presentation used with School Counselors for this training is attached for your reference as is a Word document with directions and a link to submit your school's data. If this does not fall into your purview, please get with your School Counselor to complete this information. Contact Heather Holliday with questions.

Submission: PS 90th Day Reports

Department: PowerSchool and IT

Due Date: 01/12/2024

Details: Please submit your 90th day reports. These do not need to be signed.

Submission: Early Graduates Roster and Transcripts, Winter 2024

Department: PowerSchool and IT

Due Date: 01/12/2024

Details: Schools with Winter Graduates should submit a roster of students for graduation along with final transcripts for review. If you have no early graduates, submit your school's calendar in the documents requested.

Submission: SC Ready Precode File

Department: PowerSchool and IT

Due Date: 01/31/2024

Details: SC Ready Precode File

Submission: January 2024 Foster File

Department: PowerSchool and IT

Due Date: 02/01/2024

Details: Foster file to review and code in PowerSchool after verification that the student(s) qualifies.

Announcement: Virtual SCTS 4.0 Evaluator Training Spring 2024

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 11/08/2023

End Date: 02/21/2024

Details: SCTS 4.0 Evaluator Training is provided by the Institute in preparation for next school year. The training is virtual and will consist of three full days of synchronous and asynchronous training and assignments. It will take place from February 28th to March 1st, 2024, running from 8:30 AM to 3:30 PM each day. The deadline to register is February 21st. Please complete one Formstack registration for each qualified educator recommended by your school to attend:

https://erskinecharters.formstack.com/forms/evaluator_training_registration_february_2024 Contact Callison Madsen at cmadsen@erskinecharters.org with questions.

Announcement: Summer Reading Camp Community Partnership Grant Opportunity 2024

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 11/30/2023

End Date: 02/07/2024

Details: The SCDE has announced the Request for Proposals for the 2024 Summer Reading Camp Community Partnership Grant is now available online (under Proviso 1.56 of the General Appropriations Act). Approximately \$700,000 in funding will be distributed on a competitive basis. The deadline to apply is 5:00 p.m., February 7, 2024. Email notice of intent to apply is requested by January 10, 2024. Please see the attached memo for more information. Copy and paste this link into your browser to apply: https://scde.formstack.com/forms/2024_src_cpg Contact Callison Madsen at cmadsen@erskinecharters.org with questions.

Announcement: New STC Academy - January 9th

Contact Person: Christopher Seay

Department(s): Assessment

Start Date: 12/11/2023

End Date: 01/09/2024

Details: New STC Academy will be held on January 9th from 1:00 PM - 3:00 PM via Zoom. The topic of this session will be How to check precode from PowerSchool and ACCESS & SC Alt things to watch for. This training is mandatory for all STCs new to their role and optional for any returning STCs. <https://erskinecharters.zoom.us/j/82032949250?pwd=em5EM3Y4aVVpOXhXVHFvQ0ovS0RGQT09>

Announcement: Literacy Coach Train-the-Trainer Sessions Spring 2024

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 12/13/2023

End Date: 01/12/2024

Details: The SC Department of Education is extending free train-the-trainer professional development for literacy coaches in all SC schools. The sessions prepare attendees to train their school staff in teaching Foundations of Literacy standards for English language arts in the 2024–2025 school year. Representatives should plan to attend both days as sessions build upon on another. Refer to the attached memo for details and dates. To register, copy and paste the following link into your browser: <https://docs.google.com/forms/d/e/1FAIpQLSeZLYs2fpelic-NB4VzwNEavumfhKgePbRBfCmGJUOaZzkGhQ/viewform> For questions, please contact Callison Madsen at cmadsen@erskinecharters.org

Announcement: South Carolina Department of Education LETRS Requirement

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 12/15/2023

End Date: 04/30/2024

Details: Pursuant to Proviso 1A.73, the SC Department of Education (SCDE) will require professional learning in the science of reading for every educator working with students in kindergarten through grade three certified in early childhood, elementary, and special education. The professional learning is entitled Language Essentials for Teachers of Reading and Spelling, (LETRS). Please see the attached memo with details highlighted for reference if needed. For questions, please contact Callison Madsen at cmadsen@erskinecharters.org.

Announcement: SPED Coordinator Roundtable- January

Contact Person: Bralyn Wood

Department(s): Special Education and 504

Start Date: 12/29/2023

End Date: 01/10/2024

Details: The January SPED Coordinator Roundtable will be held on January 10, 2024 at 1:00pm. Please see the zoom link below.

Join Zoom Meeting

<https://erskinecharters.zoom.us/j/9686851889?pwd=OWZXNnNUNWFKVWl6ZUFLZFZEVjcxZz09>

Meeting ID: 968 685 1889

Passcode: 486470

Announcement: Mandatory Time and Effort Training - 1/10/2024

Contact Person: Lacy Lucas

Department(s): Federal Programs Finance

Start Date: 01/02/2024

End Date: 01/10/2024

Details: To be proactive and to ensure accuracy of submissions, Federal Programs will host a mandatory time and effort training on Wednesday, January 10th from 2:00 - 3:00. At least one person from each school is required to attend. Ideally, this would be the person that completes the time and effort documents. A calendar invite was sent 11/27/2023 by Lacy Lucas to all school leaders and federal programs contacts. Time and effort documentation will be due via LWS on January 31, 2024. The submission will open after the training. Join Zoom Meeting <https://erskinecharters.zoom.us/j/83996412747>

Announcement: January PowerSchool Meeting On-Site

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 01/02/2024

End Date: 01/11/2024

Details: The PowerSchool monthly meeting: Date: January 11, 2024. Time: 9:00 AM- 4:00PM Sign-up Link is here: https://erskinecharters.formstack.com/forms/january_11th_powerschool_training

Announcement: In-Person Educator Training for 2023 SC CCR ELA Standards

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 01/03/2024

End Date: 02/23/2024

Details: The SCDE Office of Assessment and Standards announced free, one-day, in-person professional development opportunities for educators preparing to implement the new English language arts standards. Please see the attached memo for dates and registration deadlines. Spaces are limited. Copy and paste this link to register: <https://docs.google.com/forms/d/e/1FAIpQLSewvtwMm1oRR9nRHIAkx3lpvnP8oNwbojTAKvC38mJ3KttAzw/viewform> For questions, please contact Callison Madsen at cmadsen@erskinecharters.org.

Announcement: Webinars to Support Educator Implementation of 2023 SC CCR ELA Standards

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 01/03/2024

End Date: 02/23/2024

Details: The SCDE Office of Assessment and Standards ELA standards team announced free webinars via Microsoft Teams to support implementation and instruction around the 2023 SC CCR ELA Standards. Please see the attached document for dates and times. Secure your spot via the following form: <https://docs.google.com/forms/d/e/1FAIpQLScmYAMrddC-UCmkJlgiRelLeTv1b23btIZ-66tMsKO2wnsNtw/viewform> For questions, please contact Callison Madsen at cmadsen@erskinecharters.org.

Announcement: South Carolina High School Employability Credential Issuance School Year 2023-24

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 01/04/2024

End Date: 02/03/2024

Details: See attached Memo from the SCDE regarding coding for the High School Employability credential requirements.

Announcement: K-12 School District Digital Accessibility Learning Opportunities

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 01/04/2024

End Date: 02/03/2024

Details: Please share the attached memo from the SCDE about Website and digital accessibility with your technology coordinators.

Announcement: SPED Coordinator Academy- January

Contact Person: Bralyn Wood

Department(s): Special Education and 504

Start Date: 01/05/2024

End Date: 01/17/2024

Details: The January SPED Coordinator Academy will be held on January 17, 2024 at 2:00pm. Please see the zoom link below.

Join Zoom Meeting

<https://erskinecharters.zoom.us/j/9686851889?pwd=OWZXNnNUNWFKVWI6ZUFLZFZEVjcxZz09>

Meeting ID: 968 685 1889

Passcode: 486470

Announcement: Monthly Federal Budget Report

Contact Person: Sarah Shealy

Department(s): Additional Targeted Support and Improvement, Comprehensive Support and Improvement, CTE, Federal Programs Finance , Title I

Start Date: 01/05/2024

End Date: 01/12/2024

Details: In an effort to provide timely information to all schools, at the start of each month your approved federal budgets will be reported here in LWS for ease of access. Schools Leaders, Federal Programs Coordinators, and Finance Contacts should have access to these files to ensure timely spend down in alignment with the requirements set forth by the SCDE. FY24 Title II increases are not yet added, as they are currently being approved by the SCDE. Quarter 2 spending should be closed, and final reimbursement requests sent in by the deadline of 1/31/24. There will be future announcements here in LWS as reminders for this deadline. Closely review your remaining balances to prepare for the final amendment window.