



**STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION**

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION

FY 2018-19 Risk Score Breakdown – Charter Institute at Erskine

The SCDE conducted a risk assessment of, and assigned a risk score to, each of its federal grant subrecipients based on overall financial and programmatic performance as demonstrated through ten criteria (see table below). Every federal program office submitted scores on criteria 1–6 for each of their subrecipients. Financial and internal control assessment scores were assigned based upon the subrecipient’s reimbursement claims patterns and annual independent audit (i.e., criteria 7–9). All scores were compiled by criteria and averaged for a criteria score. Criteria scores were totaled for a risk score.

The lowest possible risk score is 9, which indicates that the subrecipient received a 1 in each of criteria 1–9 and no other material factors were identified. Subrecipients will be assessed annually. Details of the risk score for **Charter Institute at Erskine** follow below with recommendations.

Risk Criteria	Score	Recommendations
1. Turnover of Key Personnel	1.00	You have the lowest possible score for this criterion. Continue to ensure retention of qualified staff to ensure the continuity of program and finance operations.
2. Required Reporting	1.00	You have the lowest possible score for this criterion. Continue to submit all required expenditure claims through GAPS on or before the due date.
3. Programmatic Compliance	1.00	You have the lowest possible score for this criterion. Continue to adhere to program regulations and requirements to avoid significant and minor program deficiencies.
4. Fiscal Compliance	1.33	Adhere to program regulations and the approved plan to ensure that all funds are used as approved and for allowable expenditures, especially related to the Special Education program.
5. Performance	1.00	You have the lowest possible score for this criterion. Continue to meet all performance requirements, expectations, and outcomes for each program.
6. Frequency and Need of Technical Assistance	1.00	You have the lowest possible score for this criterion. Continue to ensure staff understands regulations and program requirements, and takes advantage of all professional development opportunities to increase awareness of expectations.
7. Financial Stability	10.0	Maintain sufficient operating funds by ensuring that the percentage of unreserved fund balance to general fund expenditures is 10% or less.
8. Quality of Management Information Systems (internal controls)	10.0	Strengthen internal controls and avoid material weaknesses, significant deficiencies, findings of noncompliance, and/or management letter comments related to financial reporting and/or federal awards by: <ul style="list-style-type: none"> 1) ensuring that all transactions are recorded to individual funds and that each individual fund balances for accurate financial reporting; 2) ensuring that transactions are recorded on the general ledger and that all bank accounts are timely reconciled for accurate financial reporting; 3) ensuring that all required federal and state tax filings are



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		properly completed and submitted and all required tax deposits are remitted timely to prevent noncompliance with laws and regulations; and 4) ensuring that bank deposits are properly collateralized.
9. Timeliness of Annual Financial Audit Submission	3.0	Submit your annual audit to SCDE via the LEA Audit Reporting System (LARS) on or before December 1 st .
10. Other Material Factors (accreditation and confirmed cheating/test security violations)	0.0	You have the lowest possible score for this criterion. Continue to adhere to all accreditation requirements and avoid any other potentially material deficiencies not already stated above.
Total Risk Score	29	High Risk