

Charter Institute at Erskine

INSTITUTE INSIGHTS

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myIGDIs Test Security Document...	11/15/2024	Christopher Seay	Assessment
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Fall Amendment Window for All ...	11/15/2024	Lacy Lucas	Federal Programs Fin...
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Early Dropout Validation Verif...	11/30/2024	Jessica Crowe	PowerSchool and IT
Institute's Got Talent Virtual...	09/04/2024 - 11/20/2024	Ashley Epperson	Communications, Lead...
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Submission: 2024 - 2025 District of Residence Audit

Department: Federal Programs Finance

Due Date: 11/15/2024

Details: A student's District of Residence serves as a factor in determining a school's federal allocation; therefore, information must be coded correctly in PowerSchool, and Proof of Residency to support coding must be maintained at the school level. An audit of documentation is conducted annually on a small percentage of a school's population. Please coordinate with your school's PowerSchool administrator to upload one piece of current supporting documentation for each child's address by November 15, 2024.

Submission: September 2024 Foster File

Department: PowerSchool and IT

Due Date: 11/15/2024

Details: Please review your list of student's for the most recent published foster file. Be sure to follow up with any student information provided. If you have any questions please feel free to contact the PowerSchool team.

Submission: South Carolina Read to Succeed Third Grade Retention and Guidance Document (Revised September 2024)

Department: State and Academic Programs

Due Date: 12/02/2024

Details: The guidance document and presentation help Institute schools understand the updated 3rd-grade retention requirements of the Read to Succeed Act. Schools should review promptly to ensure timely notifications. Complete the Smart Form to confirm receipt. Sample parent notification letters are included in the guidance document. Key 2024 updates: raising the retention threshold, removing the Literacy Portfolio, and adjusting Summer Reading Camp requirements.

Submission: Kindergarten Readiness Assessment Test Security Documentation

Department: Assessment

Due Date: 11/15/2024

Details: Submission of All Test Security Materials and Documentation for the Kindergarten Readiness Assessment. If you have any questions, please contact Christopher Seay.

Submission: myIGDIs Test Security Documents

Department: Assessment

Due Date: 11/15/2024

Details: Submission of All Test Security Materials and Documentation for the myIGDIs Assessment. If you have any questions, please contact Christopher Seay.

Submission: CogAT/IOWA Post Assessment Test Security Documents

Department: Assessment

Due Date: 11/15/2024

Details: Submission of All Test Security Materials and Documentation for the CogAT/IOWA Assessment. If you have any questions, please contact Christopher Seay.

Submission: EOCEP Pre-Code Verification for Fall 2024

Department: Assessment

Due Date: 11/15/2024

Details: EOCEP Pre-Code verification files and directions are attached. Once all data has been verified with Powerschool, please respond to this with the name of the person conducting the verification of the pre-code data and making sure the appropriate changes have been made in PowerSchool.

Submission: Fall Amendment Window for All Grants

Department: Federal Programs Finance

Due Date: 11/15/2024

Details: Schools have until November 15th to indicate which grants need amending. Between November 16th & November 30th, complete the amendments in Google using the attached instructions. The federal programs team will review any changes and reach out as necessary to finalize the amendments. Out of respect for all schools, these deadlines are not flexible.

Submission: October 2024 Month-to-Date Financial Statements

Department: Finance

Due Date: 11/15/2024

Details: As outlined in Section 8.7, Monthly and quarterly reporting of the Charter Contract, the School shall be responsible for entering a monthly upload of all financial transactions in the format prescribed by the Sponsor by the 15th day of the subsequent month and a yearly upload of the audited adjustments by November 15. The Parties agree that it is the responsibility of the Sponsor to use any financial information it obtains, including reports and audits, to monitor the fiscal condition and compliance of the School.

Please submit a copy of the school's October Balance Sheet and Profit and Loss Statement. The Profit and Loss Statement must be in fund-function-object format with description, and should reflect month-to-date information. Additionally, please update the Finance Dashboard (Monthly Financials tab) using the data from these submitted statements. Once completed, kindly click the check box provided. Feel free to contact Aila Ranera at aranera@erskinecharters.org if you have any questions. Thank you!

Submission: Early Dropout Validation Verification 24'-25'

Department: PowerSchool and IT

Due Date: 11/30/2024

Details: Note: This will only apply to the schools with reports found in the QDC1 on the SCDE Website.

Announcement: Institute's Got Talent Virtual Auditions Open Now

Contact Person: Ashley Epperson

Department(s): Communications, Leadership

Start Date: 09/04/2024

End Date: 11/20/2024

Details: Virtual auditions for Institute's Got Talent are open now! Our goal in creating the talent show is to foster community and strengthen relationships while highlighting the talents of those within our portfolio. Teachers, students, and admin can participate in this opportunity. The show will feature exciting prizes, celebrity judges, and more! Please encourage those within your community to submit a virtual audition by November 20. Brick and mortar schools will also be receiving some physical flyers to hang up, and all schools will receive an email and digital resources to send out to parents. Questions or concerns can be sent to aeperson@erskinecharters.org. -

Virtual Audition Submission Link: https://erskinecharters.formstack.com/forms/igt_virtual_audition

Announcement: Induction Teacher Mentor Training Opportunities

Contact Person: Callison Madsen

Department(s): State and Academic Programs

Start Date: 10/08/2024

End Date: 11/30/2024

Details: Mentor Training is available through CERRA on October 22-23 (in-person) and December 3-4 (in-person). Mentor Trainer Certification is available on December 10-11 (in-person). Here is the link to register: <https://www.cerra.org/upcoming-trainings.html> Please contact Callison Madsen at cmadsen@erskinecharters.org for the password to enroll.

Announcement: Education and Economic Development Act Competitive Grants

Contact Person: Tarry McGovern

Department(s): State and Academic Programs

Start Date: 10/10/2024

End Date: 11/14/2024

Details: The SCDE's Office of Career and Technical Education & Student Transition Services has set aside a portion of the SC EEDA funds for the Preparing College and Career Ready Graduates Competitive Grants (25-26) to assist schools in implementing evidence-based strategies and models. Grants are designed to address the academic and career development needs of students with academic deficiencies so that, upon completion of high school, these students meet the criteria defined in the Profile of the SC Graduate. Eligible applicants include our interested Institute schools who may submit an application to the SCDE through the Insitute. The Insitute may submit one or more applications on behalf of our schools that propose to serve a cohort of students in grades 3-12. The total funding for these grants is 1.5 million dollars and there will be a total of 10 grants awarded. The Office of Career & Technical Education & Student Services will offer a preapplication technical assistance session on October 15, 2024, from 10:00 until 11:30 AM. If you are interested in attending this Adobe Connect session you can use the following link on the day of the meeting: <https://scde.adobeconnect.com/eedagrnt-pre-ap-ta/>. After you have viewed a session (live or recorded) and if you are interested in applying for a Competitive Grant, please contact Tarry MCGovern (Director of State Programs and Student Support Services) tmcgovern@erskinecharters.org. Final Applications are due on November 14, 2024.

Announcement: Table 2 Special Education Staffing Spreadsheet

Contact Person: Sarah Love

Department(s): Special Education and 504

Start Date: 10/14/2024

End Date: 11/15/2024

Details: Please use the below template to complete the staffing spreadsheet for your school. Directions can be found on the first tab and data entry is to be done on the second tab. This information will be used to submit the district Table 2 report. The entries should focus on time spent providing services outlined in IEPs. For more information, examples and a live link to the template, please review the October Roundtable recording found in the Weekly Update sent on October 14. Contact Sarah Love with questions. https://docs.google.com/spreadsheets/d/1hBrU0Pm_liddJhgkEML8bBnnyCP8ERzuLKR1vBBCOwk/copy

Announcement: Holiday Card Competition - 2024

Contact Person: Katie Graybill

Department(s): Communications, Leadership

Start Date: 10/21/2024

End Date: 12/02/2024

Details: The 2024 Holiday Card Competition is now open! Visit <https://erskinecharters.org/2024-holiday-card-design-competition/> for more information. Artwork submissions are due by Monday, December 2!

Announcement: PD Opportunity - Technology Accessibility

Contact Person: Heather Holliday

Department(s): Leadership, State and Academic Programs

Start Date: 10/30/2024

End Date: 11/29/2024

Details: The South Carolina Department of Education's Office of Educational Technology and Accessibility (OETA) along with the US Department of Education's National Digital Accessibility Team will be offering free live virtual training opportunities for School Districts October 2024 through May 2025. All sessions will be held from 3:00 to 4:00 PM (EST) via the agency's Access Academy virtual event platform. Please see attached memo for more details.

Announcement: PD Opportunity - MTSS Gather and Grow

Contact Person: Heather Holliday

Department(s): Leadership, MTSS, State and Academic Programs

Start Date: 10/30/2024

End Date: 11/29/2024

Details: The Office of Early Learning and Literacy is dedicated to providing support and professional development opportunities to aid schools in better serving all students. They are pleased to announce monthly PLOs for MTSS Coordinators and MTSS Leadership Teams beginning in November 2024 entitled MTSS Gather and Grow Collaboratives. These sessions will support Multi-Tiered System of Supports (MTSS) implementation in districts and schools. Please see the attached memo for more details.

Announcement: Scholarship Opportunity - Archibald Rutledge

Contact Person: Heather Holliday

Department(s): State and Academic Programs

Start Date: 10/30/2024

End Date: 11/29/2024

Details: The South Carolina Department of Education (SCDE) is announcing the Archibald Rutledge Scholarship Program. This annual program offers twelfth-grade students in South Carolina's public schools the opportunity to compete for a scholarship valued at approximately \$2,000. Please find attached a memo and the application for the scholarship.

Announcement: PD Opportunity - Train the Trainer (Math)

Contact Person: Heather Holliday

Department(s): State and Academic Programs

Start Date: 10/30/2024

End Date: 11/29/2024

Details: The South Carolina Department of Education Office of Assessment and Standards will offer a free two-day train-the-trainer professional workshop for school based instructional leaders on the 2025 Math Standards. Information about dates and the link to register are included in the attached memo.

Announcement: Telepractice and Speech-Language Pathology (SLP) Personnel

Contact Person: Sarah Love

Department(s): Special Education and 504

Start Date: 10/30/2024

End Date: 11/15/2024

Details: The SCDE issued a memorandum to provide information regarding the use of speech-language pathology personnel for the purpose of providing services via telepractice. There is nothing in the Individuals with Disabilities Education Act (IDEA) that prohibits the utilization of telepractice and/or that prohibits assessment, intervention, and/or consultation via telepractice. However, the South Carolina Department of Labor, License, and Regulation (SC LLR) states that "practitioners must use their professional judgment to determine whether the initial evaluation should be conducted in person or whether telepractice is appropriate." The SC LLR refers to ASHA with regard to ethical considerations in the provision of telepractice including informing parents/caregivers about the nature and possible risks of telepractice, that they have the right to decline telepractice services for their child, and to provide parents with informed consent, satisfaction survey, or other feedback option as well as opportunities to discuss concerns about their child's progress or the telepractice program. This will be discussed in our November Roundtable and a resource will be added to our SLP Training and Resources Hub.

Further details can be found in the memo at this link: <https://ed.sc.gov/newsroom/school-district-memoranda-archive/telepractice-and-speech-language-pathology-slp-personnel/telepractice-and-speech-language-pathology-slp-personnel-memo/>

Announcement: Annual SCDE Student Data Conference

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 11/01/2024

End Date: 11/13/2024

Details: Join us at the annual SC Student Data Conference (SCSDC) at SC EdTech 2024, November 12-13, at the Myrtle Beach Convention Center! This event is tailored for school administrators, PowerSchool users, and data clerks across South Carolina, offering in-depth training on PowerSchool reporting, state fields, Ed-Fi implementation, and more. Gain valuable insights, connect with peers, and sharpen your skills with focused workshops on topics like absenteeism, state validation, and graduation requirements. Follow this link for more information <https://scsdc.scaet.org/>

Announcement: Federal Budget Report - November

Contact Person: Sarah Shealy

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

Start Date: 11/01/2024

End Date: 11/15/2024

Details: Federal Budgets for each school will be posted in LWS on the first Friday of each month for ease of access. November's report should be inspected carefully to ensure all possible Quarter 1 claims have been entered. FY23 TSI, FY23 CSI, and FY24 Perkins have expired and are now in their liquidation period of claiming. FY25 IDEA, FY25 Title II, and FY25 CTE grants have not yet been approved. Please reach out to Sarah Shealy with questions concerning federal budgets or claiming concerns.

Announcement: Fall Academic Accountability (24-25)

Contact Person: Jessica Crowe

Department(s): PowerSchool and IT

Start Date: 11/03/2024

End Date: 12/03/2024

Details: Attached you will find the Fall Academic Accountability Memo from Laura McNair.

Announcement: Scholarship Opportunity: 2025 SCATA/NAFEPA

Contact Person: Lacy Lucas

Department(s): Federal Programs Finance , State and Academic Programs , Title I

Start Date: 11/04/2024

End Date: 12/13/2024

Details: The South Carolina Association of Title I Administrators will award 21 scholarships in the Spring of 2025 to deserving students. For the SCATA scholarships, qualifying seniors in each SCATA region have the opportunity to compete for a \$2,000 (first place), one \$1,500 (second place), or one \$1,000 (third place) scholarship. Top candidates will be considered at the state level for the national NAFEPA scholarship. Please review the attached documents for additional information, the application, and checklist. Applications are due to Lacy Lucas (llucas@erskinecharters.org) in PDF format by December 13, 2024. You DO NOT have to be a Title I school to submit applications. If you have any questions, please don't hesitate to reach out.

Announcement: FY25 Learning Management System

Contact Person: Amanda Tucker

Department(s): Finance

Start Date: 11/04/2024

End Date: 11/30/2024

Details: The South Carolina Department of Education (SCDE) Offices of Instructional Materials and Information Technology would like to confirm that for the 2024-2025 school year, the SCDE is procuring Canvas and Schoology Learning Management Systems (LMS) for districts that selected those in the previous survey. Districts that are using Google Classroom, Seesaw, and Microsoft Teams as their LMS will be reimbursed at \$4.00 per student based on the student count.

Please complete this form in order to receive reimbursement from SCDE:

LINK: https://erskinecharters.formstack.com/forms/fy25_lms_reimbursement_request

Feel free to contact Amanda Tucker (atucker@erskinecharters.org) if you have any questions. Thank you!

Announcement: FY25 Title I Approval

Contact Person: Sarah Shealy

Department(s): Federal Programs Finance , Title I

Start Date: 11/05/2024

End Date: 11/15/2024

Details: The FY25 Title I initial plans were approved by the SCDE in September. Updated budgets were emailed to program and fiscal contacts on 10/7/24. This funding will remain available until December 31, 2025. Please keep in mind that the SCDE requires quarterly reimbursement requests based on approved activities. Refer to the school's Google sheet for approved activity narratives (Title I tab) and documentation required for reimbursement (RD tab). If you have any programmatic questions, please reach out to Meagan Cothran. For any questions regarding the budget, please reach out to Sarah Shealy.

Announcement: What's Up Wednesday 11/13/2024

Contact Person: Lacy Lucas

Department(s): Federal Programs Finance

Start Date: 11/05/2024

End Date: 11/14/2024

Details: Wednesday, November 13th, Federal Programs will host our monthly What's Up Wednesday at 9:00 am via Zoom. Topics will include consolidated monitoring, amendments, and federal programs - finance updates. Please use the following link: <https://erskinecharters.zoom.us/j/7398578547?pwd=UmVlaUZuRkZSUG93cU1rVmtYcm9yUT09>

Announcement: FY25 Title II Approval

Contact Person: Sarah Shealy

Department(s): Federal Programs Finance , Title II

Start Date: 11/05/2024

End Date: 11/15/2024

Details: The FY25 Title I initial plans were approved by the SCDE on Friday, November 1st. Updated budgets were emailed to program and fiscal contacts on Monday, November 4th. This funding will remain available until December 31, 2025. Please keep in mind that the SCDE requires quarterly reimbursement requests based on approved activities - Send in any Quarter 1 claims that were on hold due to a lack of funding. Refer to the school's Google sheet for approved activity narratives (Title II tab) and documentation required for reimbursement (RD tab). If you have any programmatic questions, please reach out to Lacy Lucas. For any questions regarding the budget, please reach out to Sarah Shealy.

Announcement: Act 114 and Revised Focus of the Read to Succeed Act

Contact Person: Tarry McGovern

Department(s): State and Academic Programs

Start Date: 11/08/2024

End Date: 01/01/2025

Details: School leaders, please review and share updates (Presentation) on R2S endorsement requirements: Act 114 revises endorsement requirements and introduces new exams for Literacy Teacher endorsements starting January 1, 2025. K-3 teachers must complete science of reading training; SCDE has adopted LETRS for this purpose. LETRS counts toward the R2S Literacy Teacher endorsement but does not replace Act 114's professional training requirement. Complete details and a presentation are available for further reference.

Announcement: Title IV Allocation Approvals (Additional Title I)

Contact Person: Meagan Cothran

Department(s): Federal Programs Finance

Start Date: 11/08/2024

End Date: 11/30/2024

Details: The transfer of Title IV funds (F210) to Title I (F201) and its allocation to schools has been approved by the SCDE. Included your Allocation Memo as sent by email on 11/8/24. Please read it carefully for information and deadlines. Plans for this funding will be written on the school's Title I tab (at the bottom) in their Google file. Plans must be written by November 30, 2024 (current amendment deadline).