

# Charter Institute at Erskine

## INSTITUTE INSIGHTS

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### **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: FY25 CNA (continued)**

**Department:** Federal Programs Finance

**Due Date:** 12/15/2024

Details: Please use the following documents (template and exemplars) to assist in creating your school's Comprehensive Needs Assessment for the 2024-2025 school year. Your school's 2023-2024 CNA is also attached to this submission.

### **Submission: October 2024 Foster File**

**Department:** PowerSchool and IT

**Due Date:** 12/15/2024

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: Teacher and Staff check 1 for Annual Climate Survey**

**Department:** Accountability

**Due Date:** 12/02/2024

Details: Please see the attached document on the purpose and requirements for this submission. You will also find an individual spreadsheet of teacher/staff information pertaining to the annual climate survey. The document explains what to do to process the spreadsheet. There are two required answers for this submission. All other changes are made directly in PS or by submission of a PCS form to Robbie Anderson. Contact Heather Holliday with questions.

**Submission: CTE Local Advisory Board Information Collection**

**Department:** CTE

**Due Date:** 12/13/2024

Details: As reviewed in the first CTE meeting this year, it is a requirement for all schools receiving CTE funds to have a Local Advisory Board. This submission is asking for the documentation of that Board. Required parts of the submission include a question regarding the date of your Board Meeting (or dates but one is required), a document showing the names and roles of your Local Advisory Board, and the minutes from your meeting or meetings. Please reach out to Heather Holliday with questions.

**Submission: Lowcountry Connections Heightened Monitoring Review 1**

**Department:** Accountability

**Due Date:** 12/15/2024

Details: Please upload documentation as described in the plan. Approved submissions will be considered reviewed and accepted. Any additional requirements or uploads will be communicated with Dr. Jolley. Please contact Heather Holliday with questions.

**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: 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](mailto: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: 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: New SCTS 4.0 Evaluator and Mentor Renewal Training Opportunity**

**Contact Person:** Callison Madsen

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

**Start Date:** 11/13/2024

**End Date:** 01/15/2025

Details: The SCDE is offering a new SCTS 4.0 Evaluator Training on January 21–23, 2025, from 9:00 AM to 4:30 PM. This training is required for any educator serving on a teacher evaluation team and satisfies the requirements for mentor certification renewal (renewal details attached to this announcement). To register, please copy and paste the following link: [https://forms.office.com/Pages/ResponsePage.aspx?id=xelEJ\\_Upfk-5HL1W8GhZIY1hDud67-FHoxjTDfq-cVJUQk5DSFJOQVI-FNU9ROEcyUVNPTVM0tkZLNC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=xelEJ_Upfk-5HL1W8GhZIY1hDud67-FHoxjTDfq-cVJUQk5DSFJOQVI-FNU9ROEcyUVNPTVM0tkZLNC4u) For questions, please reach out to Callison Madsen at [cmadsen@erskinecharters.org](mailto:cmadsen@erskinecharters.org).

**Announcement: FY25 CTE Perkins Approval**

**Contact Person:** Lacy Lucas

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

**Start Date:** 11/18/2024

**End Date:** 12/13/2024

Details: The Charter Institute at Erskine has been notified of approval of your original Career and Technical Education (CTE) Perkins plan requests from the South Carolina Department of Education (SCDE). Please see your school's list of currently approved activities listed on your school's Google sheet on the CTE Perkins tab. All expenditures must follow state and federal regulations and guidelines. Attached to this announcement is the Approval Memo and Budget as sent to your school on 11/18/24 or 11/26/24.

**Announcement: Instructional Materials Review Period Memo**

**Contact Person:** Heather Holliday

**Department(s):** CTE, Leadership

**Start Date:** 11/20/2024

**End Date:** 12/20/2024

Details: Attached you will find an SCDE memo outlining the Instructional Review period for instructional materials up for adoption Spring 2025 and implementation Fall 2025. Should you have any questions, please reach out to Heather Holliday.

**Announcement: Expiring FY24 Federal Grants Reminder**

**Contact Person:** Sarah Shealy

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

**Start Date:** 11/29/2024

**End Date:** 01/31/2025

Details: Spending for FY24 Title I, FY24 Title II, and FY24 IDEA funding ends on 12/31/24 for schools. These expenses are due in SmartFusion by 1/31/25. Throughout January, Sarah Shealy may reach out through email to provide support and facilitate communication ensuring that all possible funding owed to a school is claimed. As discussed in trainings, any funds left unclaimed in these grants after 1/31/25 will be removed from school budgets.