

Charter Institute at Erskine

INSTITUTE INSIGHTS

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FY 20 TSI Federal Amendment	11/20/2020	Haley Perez	Additional Targeted ...
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Submission: FY20 Annual Audit

Department: Finance

Due Date: 11/16/2020

Details: Description: As outlined in the Charter Contract, the audit and its findings must be submitted to the Institute by November 2, 2020. The Institute will accept the audit submission by Friday, November 6, 2020. However, for transparency and fairness reason, the due date for the submission is still November 2, 2020. Any submission after November 2 will be considered late.

The extended deadline is now Monday, November 16th.

Submission: Title I Employee Documents 2020-2021

Department: Title I

Due Date: 11/30/2020

Details: Please submit the required documents for Title I-funded employees within your school. (Please note: At this time, these salaries have not yet been approved in the school Title I plan. These documents are needed to obtain approval and late submissions will delay the plan approval process.) Please ensure to submit the required items for all employees included in your school's attached list.

Submission: SC28 Add-On Weightings Report - 45th Day

Department: PowerSchool and IT

Due Date: 11/16/2020

Details: The due date for the SC28 Add-On Weightings Report has been extended a week to Friday, November 13, 2020.

Submission: FY 19 TSI Federal Amendment

Department: Additional Targeted Support and Improvement

Due Date: 11/20/2020

Details: Please use this submission if an amendment is needed to your FY 19 TSI plan at this time. (Note: Please review the attached documents for your current approved plan. If your school does not need an amendment at this time, please select "No" and you will be marked as Exempt from uploading an amendment form. You do not have to upload a document if you select "No")

Submission: FY 20 TSI Federal Amendment

Department: Additional Targeted Support and Improvement

Due Date: 11/20/2020

Details: Please use this submission if an amendment is needed to your FY 20 TSI plan at this time. (Note: Please review the attached documents for your current approved plan. If your school does not need an amendment at this time, please select "No" and you will be marked as Exempt from uploading an amendment form. You do not have to upload a document if you select "No")

Submission: October 2020 Journal Entry Upload

Department: Finance

Due Date: 11/30/2020

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. In addition, the School shall be responsible for submitting a quarterly financial statement in the format prescribed by the Sponsor by the 15th day of the month following the end of each quarter. 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.

Submission: Title II Plan Submission 2020-2021

Department: Title II

Due Date: 11/17/2020

Details: Please submit your Title II Plan: https://erskinecharters.formstack.com/forms/title_ii_plan_submission2020. After completing the form, please upload the PDF Submission that was emailed via Formstack.

The period of availability is July 1, 2020 – July 31, 2021.

Submission: Coronavirus Relief Funds Plan Submission 2020-2021

Department: Federal Programs Finance

Due Date: 11/18/2020

Details: Please submit your schools Coronavirus Relief Funds plan at: https://erskinecharters.formstack.com/forms/caresact_crf_2020_2021. After completing the form, please upload the PDF Submission that was emailed via Formstack.

Submission: Title I Annual Meeting Documents 2020-2021

Department: Title I

Due Date: 12/04/2020

Details: The agenda MUST include the following:

- 1) The school's participation in Title I and the requirements of Title I
- 2) The parents' right to be involved in their child's education
- 3) School performance profiles
- 4) Their child's individual student assessment results and an interpretation of such results
- 5) A description of the curriculum/assessment

Submission: CARES Act Employee Documentation

Department: Federal Programs Finance

Due Date: 12/04/2020

Details: These employees salaries must be paid in whole or in part from CARES Act Funding. Stipends are nonallowable.

These documents are needed to obtain approval and late submissions will delay the plan approval process.

Submission: FY21 CTE EIA Plan Submission

Department: CTE

Due Date: 11/20/2020

Details: Please upload the completed template to submit your FY 21 CTE EIA State plan. The attached memo and SCDE Expenditure Guidelines contains further information.

Submission: FY21 CTE Perkins Plan Submission

Department: CTE

Due Date: 11/30/2020

Details: Please upload the completed template to submit your FY 21 CTE Perkins State plan. The attached memo and SCDE Expenditure Guidelines contains further information.

Submission: School Resource Officers (SROs) Status

Department: State and Academic Programs

Due Date: 11/16/2020

Details: In preparation for the FY21 budget, the Governor's Office has requested the names of schools that do not currently have at least one full-time school resource officer (SRO) assigned. School principals should complete the smart form within this submission to document the SRO status at each school. Please contact Sherri Herbst if you have any questions.

Submission: Nov. Title I Planning Meeting 2020-2021

Department: Title I

Due Date: 11/24/2020

Details: Please ensure all documentation is dated, including the meeting notice and ensure the sign-in sheet lists name and role.

Submission: FY 20 CTE EIA Employee Documents

Department: CTE

Due Date: 11/24/2020

Details: Please submit the required documents for CTE EIA funded employees within your school. (This submission is based on the submitted CTE EIA funded employees in your FY 20 plan. The submitted plan is attached to this submission)

Submission: Amended Title I Plan Submission

Department: Title I

Due Date: 11/24/2020

Details: Please submit your Amended Title I Plan: https://erskinecharters.formstack.com/forms/title_i_plan_submission2020_amended. After completing the form, please upload the PDF Submission that was emailed via Formstack.

The period of availability is July 1, 2020 – July 31, 2021.

Submission: FY 19 CTE EIA Amendment

Department: CTE

Due Date: 11/30/2020

Details: Please use this submission to submit an amendment for FY 19 CTE EIA funding, if needed. If your school does not need an amendment at this time, please select "No" and you will be marked as Exempt for this submission.

Announcement: Monthly MTSS Coordinators Training

Contact Person: Celina Patton

Department(s): Special Education and 504

Start Date: 10/18/2020

End Date: 11/18/2020

Details: This Monthly MTSS Training will be held for MTSS Coordinators on November 18. It will be held virtually. More information will follow.

Announcement: Federal Programs Training

Contact Person: Haley Perez

Department(s): Federal Programs Finance

Start Date: 11/02/2020

End Date: 12/02/2020

Details: This Federal Programs Training will be held for Federal Programs Coordinators on December 2. It will be held virtually. More information will follow.

Announcement: PowerScheduler Training

Contact Person: Zenobia Ealy

Department(s): PowerSchool and IT

Start Date: 11/02/2020

End Date: 12/02/2020

Details: This PowerScheduler Training will be held for PowerSchool Admins on December 2. It will be held virtually. More information will follow.

Announcement: FY21 Title II Allocation

Contact Person: Ashley Sturkie

Department(s): Federal Programs Finance , Title II

Start Date: 11/03/2020

End Date: 11/30/2020

Details: The Charter Institute at Erskine has been notified of its FY 21 Title II allocation (Fund 267) from the South Carolina Department of Education. Please see your school's allocation in the attached memo. Title II plans should be completed and submitted via Formstack by November 17, 2020 at 5:00pm. Please see the attached memo for additional information.

The period of availability is July 1, 2020 – July 31, 2021.

Announcement: Coronavirus Relief Funds (CRF)

Contact Person: Ashley Sturkie

Department(s): Federal Programs Finance

Start Date: 11/04/2020

End Date: 11/30/2020

Details: The purpose of this memo is to notify you that the Charter Institute at Erskine has been notified of its Coronavirus Relief Fund (CRF) allocation from the South Carolina Department of Education. Please submit the signed, completed plan to the Institute via Formstack submission and load in LWS by November 18, 2020 at 5:00 p.m.

Announcement: Monthly SPED Coordinators Training

Contact Person: Celina Patton

Department(s): Special Education and 504

Start Date: 11/08/2020

End Date: 12/08/2020

Details: This Monthly SPED Training will be held for SPED/504 Coordinators on December 8. It will be held virtually. More information will follow.

Announcement: Branding and Consistency Training

Contact Person: Ashley Epperson

Department(s): Communications

Start Date: 11/10/2020

End Date: 12/10/2020

Details: This Branding and Consistency Training will be held for Communications Coordinators on December 10. It will be held virtually. More information will follow.

Announcement: FY21 CTE EIA Allocation

Contact Person: Ashley Sturkie

Department(s): CTE

Start Date: 11/10/2020

End Date: 11/30/2020

Details: The Charter Institute at Erskine has been notified of its FY 21 CTE EIA Allocation. Please see your school's allocation in the attached memo. Please submit your plan via Let's Work Smart by November 20, 2020.

Announcement: State and Academic Programs Updates

Contact Person: Sherri Herbst

Department(s): State and Academic Programs

Start Date: 11/11/2020

End Date: 11/16/2020

Details: Please review the State and Academic Program updates in the attached document. Announcements include Safety Training, Behavioral Health PD, 20-21 DHEC Flu Documents, Revised Exclusion List, and Meeting for School Nurses. Please contact Sherri Herbst if you have any questions.

Announcement: CARES Act Amendment Approval

Contact Person: Ashley Sturkie

Department(s): Federal Programs Finance

Start Date: 11/12/2020

End Date: 11/30/2020

Details: The Charter Institute at Erskine has been notified of approval of your school's amended CARES Act plan from the South Carolina Department of Education. Please see the attached memo containing your school's current approved plan, documents required for pre-approval/reimbursement, and important deadlines.

Announcement: FY 21 Perkins Allocation

Contact Person: Ashley Sturkie

Department(s): CTE

Start Date: 11/12/2020

End Date: 11/30/2020

Details: The Charter Institute at Erskine has been notified of its FY 21 CTE Perkins Allocation. Please see your school's allocation in the attached memo. Also attached is the template to submit your plan and the SCDE CTE Perkins Expenditure guidelines. Please submit your plan via Let's Work Smart by November 30, 2020.

Announcement: End of Course Exams - Verification of Roster

Contact Person: Jenn Roach

Department(s): PowerSchool and IT

Start Date: 11/13/2020

End Date: 11/27/2020

Details: Hello! You will be receiving your school's current EOC Roster by COB Monday, 11/16/2020. This file includes any student that is scheduled in a course that aligns with an EOC in the 2020-21 School Year. Please collaborate with your school testing coordinator to ensure that all students are showing up on your roster. If a student is missing, they are likely not enrolled in a course that has an activity code that corresponds with an EOC course.

The Fall/Winter 2020-2021 State Testing Window: November 30, 2020 – February 10, 2021

Overview of EOCEP : The End-of-Course Examination Program (EOCEP) is a statewide assessment program of end-of-course tests for gateway courses awarded units of credit in English/language arts, mathematics, science, and social studies. The EOCEP encourages instruction in the specific standards for the courses, encourages student achievement, and documents the level of students' mastery of the academic standards. Gateway courses in English/language arts, mathematics, science, and social studies will be defined by the State Board of Education. EOCEP examination scores count 20 percent in the calculation of the student's final grade in gateway courses. Defined gateway courses currently include Algebra 1, Intermediate Algebra, Biology 1, English 1, English 2, and United States History and the Constitution, or courses with other names and activity codes in which the academic standards corresponding to these subjects are taught.

To meet federal accountability requirements, the EOCEP in English/language arts, mathematics, and science must be administered to all public school students, including those students as required by the federal Individuals with Disabilities Education Improvement Act (IDEA) and by Title 1 of the Elementary and Secondary Education Act (ESEA). To receive a South Carolina high school diploma, students are required to pass a high school credit course in science, and a high school credit course in United States history in which the state's end of course examinations are administered. Currently these courses are Biology 1 (science) and United States History and the Constitution (social studies).

Announcement: FY21 Amended Title I Allocation

Contact Person: Ashley Sturkie

Department(s): Federal Programs Finance , Title I

Start Date: 11/13/2020

End Date: 11/30/2020

Details: The Charter Institute at Erskine has been notified of its final Title I allocation from the South Carolina Department of Education. Please see the attached memo for information on your school's amended allocation as your school has received an increased allocation. As you know, the allocations may not be comparable in future years so please ensure your school considers the sustainability of the activities included in your plan. In order to support you in obtaining timely approval and reimbursement of these funds, we are requesting the updated plan by November 24, 2020. Please submit your school's updated plan through Option 1 or Option 2 via Formstack and post in LWS by this date. There will also be a brief second Planning Meeting submission in LWS to collect documentation from the planning of these additional funds.

Announcement: December 2020 PowerSchool Admin Monthly Webinar

Contact Person: Zenobia Ealy

Department(s): PowerSchool and IT

Start Date: 11/17/2020

End Date: 12/17/2020

Details: This PowerSchool Admin Training will be held for PowerSchool Admins on December 17. It will be held virtually. More information will follow.