Charter Institute at Erskine

INSTITUTE INSIGHTS

NAME	DATE	CONTACT	DEPARTMENT
FY23 Enrollment Projections	09/10/2021	John Li	Finance
State Funded Reading Coach/Int...	09/10/2021	Sherri Herbst	State and Academic P...
State Funded Reading/Literacy ...	09/10/2021	Sherri Herbst	State and Academic P...
Testing Plan Template	09/15/2021	Heather Holliday	Assessment
Reading Plans	10/01/2021	Christy Junkins	State and Academic P...
Fall 2021 Formative Assessment...	09/16/2021	Heather Holliday	Assessment
Required Documentation for Tra...	08/15/2021 - 09/24/2021	Celina Patton	Title III ESOL
SPED Coordinator Monthly Round...	08/16/2021 - 09/14/2021	Kathy Griffin	Special Education an...
PEBA Open Enrollment Webinar	08/20/2021 - 09/21/2021	Robbie Anderson	Human Resources and ...
Attendance and Special Program...	08/24/2021 - 09/17/2021	Jason Jones	PowerSchool and IT
SAT Graduating Cohort 2021 Dat...	08/27/2021 - 09/08/2021	Heather Holliday	Accountability , Ass...
Dual-modality Instruction Requ...	08/30/2021 - 09/29/2021	Christy Junkins	Human Resources and ...
Let's Work Smart Quarterly Tra...	08/31/2021 - 09/14/2021	Elizabeth Riberd...	Leadership
September PS Admin Meeting	09/01/2021 - 09/16/2021	Jason Jones	PowerSchool and IT
School Test Coordinator Newsle...	09/01/2021 - 09/13/2021	Heather Holliday	Accountability , Ass...
SPED Coordinator Monthly Round...	09/10/2021 - 10/12/2021	Kathy Griffin	Special Education an...

Submission: FY23 Enrollment Projections

Department: Finance

Due Date: 09/10/2021

Details: Projections should be broken out by funding classification, and please provide the rationale for projected enrollment that includes growth. We will work with the school throughout the year to monitor and make adjustments to the projection as needed. If enrollment changes are material as defined by the amendment guidelines, a charter amendment form must be completed. Please refer to your Charter Contract and Charter if you have any questions related to your enrollment. If you have any questions or need any assistance, please feel free to reach out to me.

Submission: State Funded Reading Coach/Interventionist 21-22

Department: State and Academic Programs

Due Date: 09/10/2021

Details: Please complete the Formstack (URL below) for the 21-22 Reading Coach/Literacy Interventionist funding by September 10, 2021. Your school qualifies to request a waiver to utilize the funding for a literacy interventionist. Indicate your request in the survey and fill in the additional requested information in the last 5 fields. To complete this submission, also fill out the Smart Form in LWS. https://erskinecharters.formstack.com/forms/state_funded_reading_coach_interventionist_2021_2022

Submission: State Funded Reading/Literacy Coach Funding 2021-2022

Department: State and Academic Programs

Due Date: 09/10/2021

Details: Please complete the Formstack survey of SCDE required data for 2020-2021 State-Funded Reading coach funding. The survey must be submitted by September 13, 2021. To complete the submission, the attestation smart form within this submission must also be submitted. Copy the following Formstack URL and paste it in your browser to complete the survey. https://erskinecharters.formstack.com/forms/state_funded_reading_coaches_2021_2022

Submission: Testing Plan Template

Department: Assessment

Due Date: 09/15/2021

Details: Each school will submit a plan for testing to the DTC no later than September 15. The plan will be reviewed in the kickoff meeting August 6 at the Institute. Questions should be directed to hholliday@erskinecharters.org

Submission: Reading Plans

Department: State and Academic Programs

Due Date: 10/01/2021

Details: Submit completed Reading Plan for Elementary and Middle/High School. Do not complete the SCDE Reflection Tool on the SCDE Formstack. This year's reflection tool has been re-organized to reflect the state's implementation of Multi-Tiered System of Supports (MTSS). Please use only the updated literacy plan documents, as the sections and questions are organized differently than in prior years.

Submission: Fall 2021 Formative Assessments Complete

Department: Assessment

Due Date: 09/16/2021

Details: Please submit when you have completed Formative Testing for grades 1-9 for Fall 2021.

Announcement: Required Documentation for Translation Services

Contact Person: Celina Patton

Department(s): Title III ESOL

Start Date: 08/15/2021

End Date: 09/24/2021

Details: Upon request, the Charter Institute at Erskine must provide the S.C. Department of Education, U.S. Department of Education (USDOE) and the U.S. Department of Justice (Civil Rights Division) with documentation that every school is meeting its obligation to meaningfully communicate with LEP parents in a language they can understand. Schools must adequately notify LEP parents of information about any program, service, or activity of a school that is called to the attention of non-LEP parents. Please see the attached memo for the required documentation needed for translation services.

Announcement: SPED Coordinator Monthly Roundtable

Contact Person: Kathy Griffin

Department(s): Special Education and 504

Start Date: 08/16/2021

End Date: 09/14/2021

Details: SPED Coordinator monthly roundtable will be held on 9/14/2021 from 1:00-2:00. More information will follow.

Announcement: PEBA Open Enrollment Webinar

Contact Person: Robbie Anderson

Department(s): Human Resources and Benefits

Start Date: 08/20/2021

End Date: 09/21/2021

Details: This 1 hour meeting will be via Zoom. An email with an invite will be sent to all PEBA BA's. Please contact Robbie Anderson at randerson@erskinecharters.org with any questions.

Announcement: Attendance and Special Program Coding Information

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 08/24/2021

End Date: 09/17/2021

Details: The SCDE has created additional chart for the various scenarios of how to code attendance for virtual learning. Please see attached.

Announcement: SAT Graduating Cohort 2021 Data File

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 08/27/2021

End Date: 09/08/2021

Details: Attached you will find your 2021 Grad Cohort SAT files for your information and planning. Everyone will have access to their individual school data as well as the document which describes the file itself. Please contact hholliday@erskinecharters.org with any questions.

Announcement: Dual-modality Instruction Requirements and Limitations

Contact Person: Christy Junkins

Department(s): Human Resources and Benefits, New Schools, Transfer Schools

Start Date: 08/30/2021

End Date: 09/29/2021

Details: There is currently an act (https://www.scstatehouse.gov/sess124_2021-2022/bills/704.htm) stating the following:

Dual-modality instruction requirements, limitations

SECTION   3.   (A)   Due to the need for ongoing, high-quality instruction to address learning disruptions associated with COVID-19 for the 2021-2022 School Year, school districts are prohibited from assigning a teacher to deliver instruction to students simultaneously in-person and virtually, an approach often referred to as "dual-modality instruction", unless it is reasonable and necessary due to extreme and unavoidable circumstances in order to ensure that all students have access to highly qualified instructors.

(B)   In the event that a school district determines it is necessary for a teacher to deliver dual-modality instruction, the school district must provide additional compensation to the teacher.

(C)   For any teacher assigned by a school district to dual-modality instruction, the school district must provide the State Department of Education with the name of the teacher, school where the teacher is employed, and subject area in which the teacher was hired to teach. The State Department of Education shall report the information to the General Assembly at the completion of the school year.

If you have any teachers that fit this requirement, please notify Christy Junkins at cjunkins@erskinecharters.org. Thank you!

Announcement: Let's Work Smart Quarterly Training Session

Contact Person: Elizabeth Riberdy

Department(s): Leadership

Start Date: 08/31/2021

End Date: 09/14/2021

Details: The Institute is offering optional LWS Training Sessions. There will be an optional virtual session on Tuesday, September 14th from 1:00pm - 2:00pm. These optional sessions will provide a presentation that will cover LWS basics, highlight effective practices, and answer frequently asked questions. It is highly recommended that any new school personnel with access to LWS attend these sessions. Any current school personnel with questions or concerns regarding LWS are encouraged to attend as well. (Note: Each session will cover the same content, but multiple session options will be held to best accommodate schedules.) Please see the attached memo for more information on additional training opportunities.

Announcement: September PS Admin Meeting

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 09/01/2021

End Date: 09/16/2021

Details: The PowerSchool monthly webinar will be Sept. 16, 2021 @ 9:00 am. Please join my meeting from your computer, tablet or smartphone.

https://global.gotomeeting.com/join/999791133

You can also dial in using your phone. United States: +1 (224) 501-3412 Access Code: 999-791-133 New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/999791133

Announcement: School Test Coordinator Newsletter

Contact Person: Heather Holliday

Department(s): Accountability , Assessment, Gift and Talented

Start Date: 09/01/2021

End Date: 09/13/2021

Details: Attached you will find the School Test Coordinator newsletter for 9-1-21. Thanks!

Announcement: SPED Coordinator Monthly Roundtable

Contact Person: Kathy Griffin

Department(s): Special Education and 504

Start Date: 09/10/2021

End Date: 10/12/2021

Details: SPED Coordinator monthly roundtable will be held on 10/12/2021 from 1:00-2:00. More information will follow.