

## Letter of Intent to Transfer to The Charter Institute of Erskine College

Charter school's Letter of Intent to be considered for transfer from the current sponsor to The Charter Institute of Erskine should be received by September 1, 2017, to be considered for the 2018/19 school year.

A letter requesting consideration of transfer should be sent to Cameron Runyan (CharterInstitute1839@gmail.com). The following information will need to be submitted before the request is complete:

**1. Provide overview information including the school's legal name; enrollment (by grade level), mailing address, school leader's name and contact information.**

Legal Name: Coastal Leadership Academy  
Mailing Address: 3710 Palmetto Pointe Blvd.  
Myrtle Beach, SC 29588  
School Leader: Renee Mathews  
[rmathews@coastalleadership.org](mailto:rmathews@coastalleadership.org)  
843 788 9898 ext 101

Enrollment Data:  
9th Grade: 41  
10th Grade: 30  
11th Grade: 27  
12th Grade: 36  
Total: 134

For the needed material below, if the information is provided on the school's website, please provide the link in the space provided. Information found on the web page will not need to be submitted separately.

Web page [coastalleadershipacademy.org](http://coastalleadershipacademy.org)

**2. Provide the mission statement for the charter school.**

Coastal Leadership Academy's mission is to engage students in Authentic Project Based Learning that will improve academic achievement, critical and creative thinking, and awareness of their leadership roles in our community and environment.

**3. Provide a short statement for the rationale for the transfer request.**

Coastal Leadership Academy (CLA) wishes to transfer sponsorship to Erskine College for several reasons. First, we feel that CLA will represent Erskine College very well in the eastern region of South Carolina as we are the only charter high school in a 15 county area. This would expose more students from the coastal area to Erskine College as well as provide another opportunity for students at CLA to have access to institutions of higher education. Second, CLA believes that Erskine College will be able to provide high quality support to CLA teachers and students in the area of educational instruction and other areas that our current sponsor does not support. Lastly, CLA feels Erskine College will be able to provide better distance learning opportunities than our current sponsor.

- 4. Provide the transfer resolution approved by the school's Governing Board. Include the date the resolution was passed. Include a list of the Board Members, contact information, officer positions, and term expiration dates.**

(See attached Appendix A for resolution)

Bridgett Fowler - Chair - bfowler@coastalleadership.org  
Term Expiration: 10/08/18

Rita D'Ipolitto - Secretary - rdipolitto@coastalleadership.org  
Term Expiration: 10/08/18

Joe Smith - Treasurer - jsmith@coastalleadership.org  
Term Expiration: 10/01/18

Melissa McGrath - Director at Large - mmcgrath@coastalleadership.org  
Term Expiration: 10/08/19

Dr. John Marcis - Director at Large - jmarcis@coastalleadership.org  
Term Expiration: 05/15/18

Wendy VanMoppes - Director at Large - wvanmoppes@coastalleadership.org  
Term Expiration: 10/01/19

- 5. Provide an organizational chart showing reporting structure between the school leader(s), Board, and staff. If the charter school contracts or partners with an entity for management or educational services, the organizational chart should also reflect such relationship(s).**

(See attached Appendix G)

- 6. Provide a clear and concise overview of the charter school's academic program key design elements.**

(See attached Appendix B)

- 7. Provide copies of all school evaluation reports during the charter term (i.e. State Report Cards, Annual Report Cards, current authorizer reports, and renewal reports for the school).**

[Link](#) to Coastal Leadership Academy State Report Card

<https://ed.sc.gov/data/report-cards/state-report-cards/2016/view/?y=2016&d=4701&t=H&s=022>

(See attached Appendix C)

- 8. Provide a copy of the most current financial audit and any other pertinent financial information.**

(See attached Appendix D)

- 9. Provide a copy of the school's governing by-laws.**

(See attached Appendix E)

- 10. Provide a description of the current facilities for the school or facilities that are used in any capacity for the operation of the school.**

CLA occupies a building that has a capacity of 765 personnel. The square footage of the building is slightly over 25,000 square feet. Currently the school occupies 16,000 square feet of the building and has plans to expand into the other 9,000 square feet in the next school year. The school has approximately 50 parking spaces. The school has a 50 yard by 20 yard Archery range in the rear of the property. We rent gym time from Myrtle Beach Recreational Complex for Volleyball and Basketball practice on Tuesdays and Thursdays during those sports seasons.

- 11. If applicable, provide a copy of the lease agreement of the financial arrangements to purchase the facilities.**

(See attached Appendix F)

**12. Provide a list of any current or past litigation or outside investigations (e.g. Office of Civil Rights or SCDE's Office of Special Education Services).**

**Attorney Update**

Note: Charter school transfers require the approval of the current sponsor as well as the potential receiving sponsor.