

Charter Institute at Erskine

INSTITUTE INSIGHTS

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FY22 Title I Plan Submission	12/10/2021	Ashley Sturkie	Title I
FY22 Title I Planning Meeting	12/10/2021	Sarah Shealy	Title I
GEER Benefit Breakout for Oct ...	12/10/2021	Charity Glasgow	Federal Programs Fin...
FY22 Title I - Parent & Family...	12/17/2021	Sarah Shealy	Title I
Dropout Verification Process D...	12/13/2021	Heather Holliday	PowerSchool and IT
FY22 Title I - School-Parent C...	12/17/2021	Sarah Shealy	Title I
FY22 Title I - 20 Day Letters ...	12/17/2021	Sarah Shealy	Title I
SCASA Professional Development...	11/11/2021 - 12/11/2021	Christy Junkins	Leadership
SPED Roundtable - December	11/12/2021 - 12/14/2021	Sarah Love	Special Education an...
MAP--Optional Training on Grow...	11/15/2021 - 12/10/2021	Heather Holliday	Accountability , Ass...
FY22 Title I Allocation	11/19/2021 - 12/10/2021	Ashley Sturkie	Federal Programs Fin...
News from the SC State Library...	11/22/2021 - 12/22/2021	Jason Jones	Leadership, PowerSch...
Let's Work Smart Monthly Drop-...	11/30/2021 - 12/14/2021	Haley Perez	Leadership
Fall 2021 KRA school results	11/30/2021 - 12/30/2021	Heather Holliday	Assessment
School Test Coordinator Newsle...	11/30/2021 - 12/10/2021	Heather Holliday	Accountability , Ass...
December PS Admin Meeting	12/01/2021 - 12/16/2021	Jason Jones	PowerSchool and IT
SCASA Seminar Series Opportuni...	12/03/2021 - 12/31/2021	Kristin	Leadership
Free I Love You Guys Training ...	12/05/2021 - 12/14/2021	Christy Junkins	Leadership

Submission: FY22 Title I Plan Submission

Department: Title I

Due Date: 12/10/2021

Details: Please submit your school's FY22 Title I plan at: https://erskinecharters.formstack.com/forms/title_i_plan_submission2021 (After completing the form, please upload the PDF Submission that was emailed via Formstack for the school's and Institute's records.)

Submission: FY22 Title I Planning Meeting

Department: Title I

Due Date: 12/10/2021

Details: The planning meeting must be held before submitting a Title I Plan. The school MUST invite a diverse planning team including: Staff, administrators, parents, community members, students (at high school level). Parents should be a part of the planning team. The team will meet to plan & develop the Title I Plan based on the needs of the school. The school should consider strategies to close the achievement gaps. Please review Planning Meeting checklist to ensure your school meets requirements.

Submission: GEER Benefit Breakout for Oct Amendment

Department: Federal Programs Finance

Due Date: 12/10/2021

Details: Please update the Benefits Breakout form to reflect the amount that is included in the amended plan for October. Schools will be unable to seek federal reimbursements for benefits until received. Benefits total must equal the amount requested in the plan. Please refer to SCDE Financial Accounting Handbook for the correct category description

Submission: FY22 Title I - Parent & Family Engagement Policy

Department: Title I

Due Date: 12/17/2021

Details: Annually, Title I schools & families review & agree upon a Parent & Family Engagement Policy. Share a draft of this document with families & review feedback during the Title I Planning Meeting. Upload the final version of the Policy. Documentation must be on file to show that the school developed jointly with, agreed upon with, & distributed to parents of participating children a written Parent & Family Engagement Policy. A checklist is provided to aid you in meeting all SCDE requirements.

Submission: Dropout Verification Process December 2021

Department: PowerSchool and IT

Due Date: 12/13/2021

Details: Several files are attached for you. One of those is a Word document which provides directions for this process. Each school will also have an individual file with the list of dropouts to be confirmed. Please contact hholliday@erskinecharters.org or jjones@erskinecharters.org with questions.

Submission: FY22 Title I - School-Parent Compact

Department: Title I

Due Date: 12/17/2021

Details: Annually, Title I schools & families review & agree upon a School-Parent Compact. Share a draft of this document with families & review feedback during the Title I Planning Meeting. Upload the final version of the Compact. Documentation must be on file to show that the school developed jointly with, agreed upon with, & distributed to parents of participating children a written School-Parent Compact. A checklist is provided to aid you in meeting all SCDE requirements.

Submission: FY22 Title I - 20 Day Letters [August-December]

Department: Title I

Due Date: 12/17/2021

Details: In accordance with the Every Student Succeeds Act of 2015, all schools are required to provide timely notice to parents when students have been assigned or taught for four or more consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject level in which the teacher has been assigned. ESSA Sec. 1112 (e)(1)(B)(ii) *This includes substitutes and paraprofessionals. These letters should be sent home with students in the applicable class. Please keep in mind you do not have to resubmit letters or send letters every 20 days. See attached resources and examples below to determine when letters should be sent. Example 1: Teacher 1 taught 3rd grade in Aug-Sept and is still teaching 3rd grade in Oct-Nov. One letter would need to be sent at the beginning of the year. Example 2: Teacher 2 taught Class A in Aug-Sept but is now teaching Class B in Oct-Nov. A letter would be sent to Class A families, and a new letter sent to Class B families. Please note another submission will open at the end of May to collect letters sent during the Spring semester (January-June).

Announcement: SCASA Professional Development Opportunities

Contact Person: Christy Junkins

Department(s): Leadership

Start Date: 11/11/2021

End Date: 12/11/2021

Details: The Institute has paid for all of our schools who have memberships for SCASA to be able to attend any of the additional trainings at no cost. Once logged in to your account, the price should reflect \$0.00. If you have any questions or issues, please email or call Christy Junkins.

Announcement: SPED Roundtable - December

Contact Person: Sarah Love

Department(s): Special Education and 504

Start Date: 11/12/2021

End Date: 12/14/2021

Details: SPED Coordinators, please plan to attend our monthly roundtable via Zoom on December 14, 2021 at 1 pm using the following log in:

Join Zoom Meeting

<https://zoom.us/j/98695198379?pwd=YnFCdTZnMXU2UXpxUmZWOUd2aWMYUT09>

Meeting ID: 986 9519 8379

Passcode: 6Cv2LP

Announcement: MAP--Optional Training on Growth Reports

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 11/15/2021

End Date: 12/10/2021

Details: This training is an optional training intended for School Leadership, Accountability, Guidance Counselors, and Testing personnel. We will dive into how to access MAP Growth Reports and what insights they may provide in terms of overall class and school performance towards driving instruction and meeting school SIP goals.

Announcement: FY22 Title I Allocation

Contact Person: Ashley Sturkie

Department(s): Federal Programs Finance , Title I

Start Date: 11/19/2021

End Date: 12/10/2021

Details: The Charter Institute at Erskine has been notified of its FY 22 Title I allocation (Fund 201) from the South Carolina Department of Education. Please see your school's allocation in the attached memo. Please complete the linked "Title I Plan Submission" linked in the memo by listing the requested activities you plan to fund with the allocation, provide sufficient narrative description for activities, and have the form electronically signed by the individuals completing the Formstack submission. Please submit the signed, completed plan to the Institute via Formstack submission and uploaded to Let's Work Smart by Friday, December 10 2021 at 7:00 p.m.

Announcement: News from the SC State Library, SC-DISCUS & Virtual Tutoring availability

Contact Person: Jason Jones

Department(s): Leadership, PowerSchool and IT

Start Date: 11/22/2021

End Date: 12/22/2021

Details: Discus – South Carolina’s Virtual Library provides free access to an electronic library that’s available 24/7 to South Carolina residents and is provided by the South Carolina State Library. Discus serves the information needs of all by providing a core collection of high-quality online resources – with a particular emphasis on supporting education.

•Schools can request specialized training from our Discus Training Coordinator and attend free Discus training.

•Schools receive free Discus promotional materials from the State Library.

Here is a link to the online form to request Discus participation: <http://www.surveymonkey.com/s/F8BQXQF>

SC Department of Education Partnership with SC State Library to Provide Virtual Tutoring 24x7 - Details can be found here: <https://ed.sc.gov/newsroom/news-releases/s-c-department-of-education-and-s-c-state-library-announce-partnership-to-provide-virtual-tutoring-support-to-south-carolina-students/>

Announcement: Let's Work Smart Monthly Drop-In Q&A Session

Contact Person: Haley Perez

Department(s): Leadership

Start Date: 11/30/2021

End Date: 12/14/2021

Details: The Institute is offering optional LWS Training Sessions. There will be an optional virtual drop-in session on Tuesday, December 14th from 1:00pm - 1:30pm. Although we are always available for assistance via email and phone, this is a designated time we will be available to answer questions and provide support if needed by your school. These are drop-in Q&A sessions to answer any questions related to LWS. Please see the attached memo for more information on additional training opportunities.

Announcement: Fall 2021 KRA school results

Contact Person: Heather Holliday

Department(s): Assessment

Start Date: 11/30/2021

End Date: 12/30/2021

Details: Attached you will find the school level results for Fall KRA testing. These results have been uploaded into Enrich so the results will become part of each student’s historical test records. If you need assistance in interpreting these scores, please reach out to hholliday@erskinecharters.org.

Announcement: School Test Coordinator Newsletter Nov 30

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 11/30/2021

End Date: 12/10/2021

Details: Attached you will find the STC newsletter for November 30. It has a lot of information in this one—including some you may wish to share with others in your school. Please contact Heather Holliday (hholliday@erskinecharters.org) with any questions you have.

Announcement: December PS Admin Meeting

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 12/01/2021

End Date: 12/16/2021

Details: The PowerSchool monthly webinar will be Dec. 16, 2021 at 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: SCASA Seminar Series Opportunities

Contact Person: Kristin

Department(s): Leadership

Start Date: 12/03/2021

End Date: 12/31/2021

Details: The Charter Institute at Erskine has paid for all schools to attend any of the SCASA Seminar Series professional development. Please visit <https://www.scasa.org/seminarseries> to register for any of the series you'd like to attend. It is at no cost to you or your school. If you have any questions or need assistance, please let me know. Here is a list of the remaining opportunities: Dec. 8 (In-Person): 2021 Office Professionals' Conference, Jan. 11: Supporting an ENTire School Community Through a Comprehensive Physical and Emotional Well-Being Plan, Feb. 8: MTSS, Mar. 8: Establishing and Supporting Collaborative Teams Who Thrive.

Announcement: Free I Love You Guys Training Announcement for December 14, 2021

Contact Person: Christy Junkins

Department(s): Leadership

Start Date: 12/05/2021

End Date: 12/14/2021

Details: Target Audience: Educators, Administrators, School and District Safety Teams, Campus Supervisors, Law Enforcement, Fire, EMS, Emergency Managers, Victim Advocates, VOADs, and others. For additional information, also visit https://iloveguys.org/srp_srm_workshop.html. These courses will assist districts with S709/59-63-910 compliance and training and are usually very expensive to book and host exclusively. The I Love U Guys Foundation is one of the premiere organizations in the world to teach these topics. We encourage school districts to send ALL of their SROs, administrators, teachers, and staff members to this important class. It is extremely rare to be able to attend this full-day course for FREE! Please take advantage of this opportunity! The courses will start at 8:30 AM, and ends around 4 PM. Lunch will be on your own. These are grant-funded training courses, and all costs for the course are being absorbed by the program so that you are not required to pay a registration fee, so please bring/provide your own refreshments and morning beverages. To register for the course, please contact SLED using the directions below. Title your email "I Love U Guys Training Attendance Request". Cut and paste the following into your registration email: Name: Agency/organization: Can you verify you will attend this course, if registered? Please send your registration/information email to wfreeman@sled.sc.gov. Once you have registered for the course, you will receive a confirmation email with final course details.