

Charter Institute at Erskine

INSTITUTE INSIGHTS

NAME	DATE	CONTACT	DEPARTMENT
ESSER III Plan Submission	01/15/2022	Sally Fickling	Federal Programs Fin...
PS 90th Day Reports	01/28/2022	Jason Jones	PowerSchool and IT
Performance Tasks Assessment S...	01/12/2022	Heather Holliday	Assessment
Fall/Winter EOC Dec21-Jan22	01/28/2022	Heather Holliday	Assessment
FY22 Title I Employee Document...	01/14/2022	Sarah Shealy	Federal Programs Fin...
FY21 CSI Plan Amendment [Janua...	01/15/2022	Ashley Sturkie	Comprehensive Suppor...
FY20 CTE EIA Plan Amendment [J...	01/15/2022	Ashley Sturkie	CTE
FY21 CTE EIA Plan Amendment [J...	01/15/2022	Ashley Sturkie	CTE
FY21 GEER Plan Amendment [Janu...	01/15/2022	Ashley Sturkie	Federal Programs Fin...
December 2021 Journal Entry Up...	01/31/2022	John Li	Finance
Early Graduates Roster and Tra...	01/28/2022	Jason Jones	PowerSchool and IT
Mass Screenings Assessment	01/14/2022	Christy Junkins	State and Academic P...
Palmetto Literacy Project (LET...	01/13/2022	Christy Junkins	Leadership
ESSER I Amendment [January 15]	01/15/2022	Sarah Shealy	Federal Programs Fin...
FY21 ATSI Amendment [January 1...	01/15/2022	Sarah Shealy	Additional Targeted ...
FY22 Title I Principal Attestat...	01/14/2022	Sarah Shealy	Title I
Reimbursement Form for Formati...	01/17/2022	Heather Holliday	Assessment
FY20 ATSI Amendment [January 1...	01/15/2022	Sarah Shealy	Additional Targeted ...
FY22 IDEA Employee Documentati...	01/21/2022	Sarah Shealy	Federal Programs Fin...
ESSER II Amendment [January 15...	01/15/2022	Sarah Shealy	Federal Programs Fin...
SC READY/PASS Oral Script Orde...	01/17/2022	Heather Holliday	Assessment
Junior Scholars Student Inform...	01/28/2022	Heather Holliday	Accountability
2021-2022 CSI State Funds Plan	01/21/2022	Ashley Sturkie	Comprehensive Suppor...
2021-2022 CSI Memorandum of Ag...	01/21/2022	Ashley Sturkie	Comprehensive Suppor...
ESSER I Employee Time & Effort...	01/21/2022	Sarah Shealy	Federal Programs Fin...
FY21 CSI Employee Time & Effor...	01/21/2022	Sarah Shealy	Federal Programs Fin...
FY21 CTE Employee Time & Effor...	01/21/2022	Sarah Shealy	Federal Programs Fin...
ESSER II Employee Time & Effor...	01/21/2022	Sarah Shealy	Federal Programs Fin...
IDEA Employee Time & Effort Co...	01/21/2022	Sarah Shealy	Federal Programs Fin...
Title I Employee Time & Effort...	01/21/2022	Sarah Shealy	Federal Programs Fin...
Title II Employee Time & Effor...	01/21/2022	Sarah Shealy	Federal Programs Fin...
GEER Employee Time & Effort Co...	01/21/2022	Sarah Shealy	Federal Programs Fin...
FY21 TSI Employee Time & Effor...	01/21/2022	Sarah Shealy	Federal Programs Fin...
WIDA ACCESS resources	12/08/2021 - 01/21/2022	Heather Holliday	Assessment
Enrich--Optional Training--Cre...	12/08/2021 - 02/04/2022	Heather Holliday	Accountability , Ass...
Third Quarter Finance Training	12/13/2021 - 01/12/2022	Ciera Bing	Finance
CRDC Data Collection for 20-21	12/13/2021 - 02/01/2022	Jason Jones	PowerSchool and IT
Virtual School Parent Letter r...	12/14/2021 - 01/13/2022	Heather Holliday	Accountability , Ass...
Discipline Training: Back to t...	12/20/2021 - 01/12/2022	Jason Jones	PowerSchool and IT
Let's Work Smart Quarterly Tra...	12/30/2021 - 01/13/2022	Haley Perez	Leadership
January PS Admin Meeting	01/01/2022 - 01/20/2022	Jason Jones	PowerSchool and IT
MTSS Coordinator Training	01/02/2022 - 02/02/2022	Laura Merrick	MTSS
Class Rank Reports to CHE & IH...	01/03/2022 - 01/31/2022	Jason Jones	Leadership, PowerSch...
Third Quarter School Support T...	01/06/2022 - 01/25/2022	Robbie Anderson	Human Resources and ...
SC READY/PASS Data files inter...	01/06/2022 - 02/05/2022	Angelica Rodrigu...	Accountability , Ass...
School Test Coordinator Newsle...	01/06/2022 - 01/21/2022	Heather Holliday	Assessment
Quarterly Title III Training	01/10/2022 - 02/10/2022	Laura Merrick	Title III ESOL
Let's Work Smart Monthly Drop-...	01/11/2022 - 01/25/2022	Haley Perez	Leadership
School Leaders Meeting	01/16/2022 - 02/16/2022	Ashley Epperson	Leadership

Submission: ESSER III Plan Submission

Department: Federal Programs Finance

Due Date: 01/15/2022

Details: Please submit your school's ESSER III plan at: https://erskinecharters.formstack.com/forms/esser_iii_plan (After completing the form, please upload the PDF Submission that was emailed via Formstack for the school's and Institute's records.) Please keep in mind that ESSER I and ESSER II must be spent before ESSER III.

Submission: PS 90th Day Reports

Department: PowerSchool and IT

Due Date: 01/28/2022

Details: Please submit copies of your 90th day reports.

Submission: Performance Tasks Assessment Student List

Department: Assessment

Due Date: 01/12/2022

Details: Attached you will find your student list for Spring 2022 Performance Tasks Testing. This is one test parents CAN opt out of, though it is not suggested that is widely advertised. Handle those on a case by case basis. You will also find a parent letter to send to each student and the opt out form should you need it. One question must be answered to complete the submission. Contact hholiday@erskinecharters.org with questions.

Submission: Fall/Winter EOC Dec21-Jan22

Department: Assessment

Due Date: 01/28/2022

Details: These will be the files you need to submit for Fall/Winter EOC testing. Contact hholiday@erskinecharters.org with questions.

Submission: FY22 Title I Employee Documentation 2021-2022

Department: Federal Programs Finance

Due Date: 01/14/2022

Details: Please submit the required documents (Work Agreement, Schedule, Job Description, and Salary Split) for FY22 Title I funded employees within your school during the 2021-2022 school year. See the included FAQ detailed information regarding each document.

Submission: FY21 CSI Plan Amendment [January 15]

Department: Comprehensive Support and Improvement

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY21 CSI plan, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be October 29, January 15, and April 15.) No submissions will be accepted after January 15, 2021 at 7:00pm.

Submission: FY20 CTE EIA Plan Amendment [January 15]

Department: CTE

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY20 CTE EIA plan, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be October 29, January 15, and April 15.) No submissions will be accepted after January 15, 2021 at 7:00pm.

Submission: FY21 CTE EIA Plan Amendment [January 15]

Department: CTE

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY21 CTE EIA, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be November 12, January 15, and April 15.) No submissions will be accepted after January 15, 2022 at 7:00pm.

Submission: FY21 GEER Plan Amendment [January 15]

Department: Federal Programs Finance

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY21 GEER plan, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be October 29, January 15, and April 15.) No submissions will be accepted after January 15, 2021 at 7:00pm.

Submission: December 2021 Journal Entry Upload

Department: Finance

Due Date: 01/31/2022

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: Early Graduates Roster and Transcripts, Winter 2022

Department: PowerSchool and IT

Due Date: 01/28/2022

Details: Schools with Winter Graduates should submit a roster of students for graduation along with final transcripts for review. If you have no early graduates, submit your school's calendar in the documents requested.

Submission: Mass Screenings Assessment

Department: State and Academic Programs

Due Date: 01/14/2022

Details: SCDE would like to measure how mass screenings (vision, dental, and hearing) have been impacted and gather a baseline data assessment. SCDE needs ALL school nurses to complete and submit to LWS by January 14, 2022. They need 100% participation on this assessment from all lead nurses, charter nurses and private school nurses. If your school does not participate in mass screenings, please send kolcott@erskinecharters.org an email and the submission will be exempted.

Submission: Palmetto Literacy Project (LETRS) Curriculum Selection

Department: Leadership

Due Date: 01/13/2022

Details: SCDE will be providing one of the five approved K-5 base curricula at no cost to PLP schools. Each vendor has provided documentation with more information about their curriculum, including an overview of any costs for PD, trainings, consumables, etc. Information can be found here: <https://drive.google.com/drive/folders/1yVzW9omNp0a4aUHwfhBCjJlnwQ7VWwWI>. If you need assistance, please contact Kristin Olcott at kolcott@erskinecharters.org.

Submission: ESSER I Amendment [January 15]

Department: Federal Programs Finance

Due Date: 01/15/2022

Details: If your school currently needs an amendment for ESSER I, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be September 15, January 15, and April 15.) No submissions will be accepted after January 15 at 7:00pm.

Submission: FY21 ATSI Amendment [January 15]

Department: Additional Targeted Support and Improvement

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY21 ATSI, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be September 15, January 15, and April 15.) No submissions will be accepted after January 15 at 7:00pm.

Submission: FY22 Title I Principal Attestation

Department: Title I

Due Date: 01/14/2022

Details: Title I Principals must attest that all teachers are certified for their assigned subject/grade & all paraprofessionals are highly qualified. If there are teachers or paraprofessionals that do not meet the requirements, list them on Page 2 of the Attestation with how they are gaining certification (such as PACE, pending PRAXIS results, Earning BA, ect). [ESSA Sec. 1119 (i)(1)(2)] (Note: This includes ALL teachers/paraprofessionals school-wide, regardless of which fund their salary is paid from.)

Submission: Reimbursement Form for Formative Testing from the SDE

Department: Assessment

Due Date: 01/17/2022

Details: Please download the attached form, complete your school's information, save it with your school name, and submit through LWS along with an invoice to receive reimbursement from the South Carolina Department of Education for costs associated with Formative testing. The Institute has an internal due date of 1/17/22 to meet the state deadline of 1/22/22 with compiled information. If this does not pertain to you, please email hholliday@erskinecharters.org so you can be exempted from the submission.

Submission: FY20 ATSI Amendment [January 15]

Department: Additional Targeted Support and Improvement

Due Date: 01/15/2022

Details: If your school currently needs an amendment for FY20 ATSI, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be September 15, January 15, and April 15.) No submissions will be accepted after January 15 at 7:00pm.

Submission: FY22 IDEA Employee Documentation 2021-2022

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: Please submit the required documents (Work Agreement, Schedule, Job Description, and Salary Split) for FY22 IDEA funded employees within your school during the 2021-2022 school year. See the included FAQ for detailed information regarding each document.

Submission: ESSER II Amendment [January 15]

Department: Federal Programs Finance

Due Date: 01/15/2022

Details: If your school currently needs an amendment for ESSER II, please upload the completed, signed amendment form using the attached template. If your school does not need an amendment, please answer "No" in the survey to be removed from this submission. You do NOT have to upload anything if you select "No". (Note: Currently, amendment deadlines during the 2021-2022 school year will be September 15, January 15, and April 15.) No submissions will be accepted after January 15 at 7:00pm.

Submission: SC READY/PASS Oral Script Ordering

Department: Assessment

Due Date: 01/17/2022

Details: All schools with grades 3-8 should submit a completed spreadsheet indicating the number of oral scripts to be ordered to fulfill requirements of an IEP. Even if the school needs no scripts ordered, there should be "0"s entered and submitted as confirmation. Heather Holliday will take care of the actual ordering for schools. Please contact hholliday@erskinecharters.org with questions.

Submission: Junior Scholars Student Information Collection

Department: Accountability

Due Date: 01/28/2022

Details: It is time for us to begin collecting information for students to be recognized as Junior Scholars. Each school should complete the Jr. Scholars information form and submit through LWS. The information will be compiled and sent to the SDE. Directions on completing the form is on the spreadsheet at the top. Contact hholliday@erskinecharters.org.

Submission: 2021-2022 CSI State Funds Plan

Department: Comprehensive Support and Improvement

Due Date: 01/21/2022

Details: SCDE has requested schools to complete their 2021-2022 CSI plan and email the plan to transformschoools@ed.sc.gov for approval by January 21, 2021. Please upload a copy of your 2021-2022 CSI State funds plan here.

Submission: 2021-2022 CSI Memorandum of Agreement

Department: Comprehensive Support and Improvement

Due Date: 01/21/2022

Details: SCDE has requested schools to complete their 2021-2022 CSI Memorandum of Agreement. Please upload your school's MOA signed by the Charter School Leader and Charter School Board Chairperson. (A fully executed copy with the Institute Superintendent signature will be submitted to SCDE and provided to you for your school records.)

Submission: ESSER I Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: FY21 CSI Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: FY21 CTE Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: ESSER II Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: IDEA Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: Title I Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: Title II Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: GEER Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Submission: FY21 TSI Employee Time & Effort Collection

Department: Federal Programs Finance

Due Date: 01/21/2022

Details: All employees who are paid in full or in part with federal funds must keep specific documents to officially certify the amount of time they spent on grant activities. (2 C.F.R. Part 200.430(i)(1)) There are 2 ways to do this: Semi-Annuals for employees who spend 100% of their time on grant allowable duties OR PARS for employees who work less than 100% of their time on grant allowable duties.

Announcement: WIDA ACCESS resources

Contact Person: Heather Holliday

Department(s): Assessment

Start Date: 12/08/2021

End Date: 01/21/2022

Details: Here are the resources as promised following our WIDA ACCESS training for spring 2022. Please contact hholliday@erskinecharters.org with any questions.

Announcement: Enrich--Optional Training--Creating test results exports

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 12/08/2021

End Date: 02/04/2022

Details: This training would be appropriate for anyone who has admin level rights (including Instructional Coaches, Principals, Assistant Principals, Accountability staff, and Guidance Staff). We will learn how to access test results for a student as well as use the reports feature in Enrich to create an export of test data for a group of students. Included will be demonstrations of how to create the report, save the report, edit a report, and customize a report for your needs. The zoom link and information is in the attached document. The training will be February 4 from 2-3. Please contact hholliday@erskinecharters.org with any questions.

Announcement: Third Quarter Finance Training

Contact Person: Ciera Bing

Department(s): Finance

Start Date: 12/13/2021

End Date: 01/12/2022

Details: The January 12th training will be to touch base on 45th day funding and federal programs budgets and reimbursements. The training will begin at 10am. The Institute's Finance Department will continue to have quarterly trainings throughout the school year. Zoom link can be found below.

Topic: 3rd Qtr. Finance Training

Time: Jan 12, 2022 10:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/77145419418?pwd=S0hqUDFicm1qZndPODE2L09tVXBHZz09>

Meeting ID: 771 4541 9418

Passcode: 9Z2j0x

Announcement: CRDC Data Collection for 20-21

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 12/13/2021

End Date: 02/01/2022

Details: The Civil Rights Data Collection will be opening on Dec. 13, 2021 and remain open through February 2022. Schools will need to submit their CRDC data directly through the NCES website. More details will be forthcoming.

CRDC - New user Manual <https://crdc.communities.ed.gov/services/PDCService.svc/GetPDCDocumentFile?fileId=41724>

CRDC Resources - Getting Started guides - <https://crdc.communities.ed.gov/#program/getting-started>

CRDC FAQ's - <https://crdc.communities.ed.gov/services/PDCService.svc/GetPDCDocumentFile?fileId=41864>

This page will get you a list of documents that details for each of the spreadsheets. - <https://crdc.communities.ed.gov/#p=19>

Announcement: Virtual School Parent Letter regarding testing

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 12/14/2021

End Date: 01/13/2022

Details: Attached you will find a copy of the memo also included via email containing a letter you can use to communicate the importance of testing with your parents. Contact hholliday@erskinecharters.org with questions.

Announcement: Discipline Training: Back to the Basics Webinar

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 12/20/2021

End Date: 01/12/2022

Details: The SCDE Office of Special Education Services, Office of Student Intervention Services, Office of Virtual Education and the Office of General Counsel will host a virtual professional development opportunity regarding discipline on January 12, 2022, from 9:00 am -11:30 am. The presentation will focus on definitions, scenarios, reporting requirements, and important discipline reminders with an emphasis on students with disabilities and students experiencing trauma. Please click the link below to register for this session by January 7, 2022. This session will be recorded.

Link for signup - https://forms.office.com/pages/responsepage.aspx?id=xeIEJ_Upfk-5HL1W8GhZlcAUraU-_edNpKHegltzCLRUM1g4QTIGWj1Uk9aQ01OOU5HNFIOTVUxRy4u

Announcement: Let's Work Smart Quarterly Training Session

Contact Person: Haley Perez

Department(s): Leadership

Start Date: 12/30/2021

End Date: 01/13/2022

Details: The Institute is offering optional LWS Training Sessions. There will be an optional virtual session on Thursday, January 13th 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: January PS Admin Meeting

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 01/01/2022

End Date: 01/20/2022

Details: The PowerSchool monthly webinar will be Jan. 20, 2022 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: MTSS Coordinator Training

Contact Person: Laura Merrick

Department(s): MTSS

Start Date: 01/02/2022

End Date: 02/02/2022

Details: MTSS Coordinator training will be held on 2/2/2022 from 1:00-2:00. More information will follow.

Announcement: Class Rank Reports to CHE & IHE (Semester 1)

Contact Person: Jason Jones

Department(s): Leadership, PowerSchool and IT

Start Date: 01/03/2022

End Date: 01/31/2022

Details: High Schools are required to report class ranking to both the Commission on Higher Education and the Institutions of Higher Education within the state. See attached memo.

Announcement: Third Quarter School Support Training

Contact Person: Robbie Anderson

Department(s): Human Resources and Benefits

Start Date: 01/06/2022

End Date: 01/25/2022

Details: The January 25th training will touch base on updates related to PEBA, Medical Billing, and COBRA Billing. The Zoom link can be found below:

Robert Anderson is inviting you to a scheduled Zoom meeting.

Topic: 3rd Quarter School Support Training

Time: Jan 25, 2022 11:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94989095234?pwd=aT11SGRnbIZKeUovbXlkK3Roc1ovUT09>

Meeting ID: 949 8909 5234

Passcode: K6Nu9t

Announcement: SC READY/PASS Data files interpretation--Optional Training

Contact Person: Angelica Rodriguez

Department(s): Accountability , Assessment

Start Date: 01/06/2022

End Date: 02/05/2022

Details: Have you ever looked at the state data file with test results and wondered where to begin looking at it to actually help you? This training is appropriate for any elementary and middle school staff who are responsible for being able to use data to drive instructional improvement and outcomes. We will take an in depth look at the state data files for your school and what each column means. We will then discuss how the data can be used to drive instructional decisions now and in the future. See attached document for link to the zoom meeting. Contact hholliday@erskinecharters.org with questions.

Announcement: School Test Coordinator Newsletter Jan 6

Contact Person: Heather Holliday

Department(s): Assessment

Start Date: 01/06/2022

End Date: 01/21/2022

Details: Attached you will find the latest School Test Coordinator newsletter. Please contact hholliday@erskinecharters.org with questions.

Announcement: Quarterly Title III Training

Contact Person: Laura Merrick

Department(s): Title III ESOL

Start Date: 01/10/2022

End Date: 02/10/2022

Details: The Quarterly Title III Coordinator Training will be held virtually on 2/10/2022 from 1:00-2:00.

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

Contact Person: Haley Perez

Department(s): Leadership

Start Date: 01/11/2022

End Date: 01/25/2022

Details: The Institute is offering optional LWS Training Sessions. There will be an optional virtual drop-in session on Tuesday, January 25th 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: School Leaders Meeting

Contact Person: Ashley Epperson

Department(s): Leadership

Start Date: 01/16/2022

End Date: 02/16/2022

Details: The Institute will be holding a School Leaders Meeting on February 16th, 2022. More information to follow.