

Charter Institute at Erskine

INSTITUTE INSIGHTS

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KRA certificates and security ...	08/31/2022	Heather Holliday	Assessment
July 2022 Journal Entry Upload	08/31/2022	John Li	Finance
ARCS Standard 1a- SPED Policie...	08/24/2022	Sarah Love	Special Education an...
ARCS Standard 2a: 504 Policies...	08/24/2022	Sarah Love	Special Education an...
ARCS Standard 3a: MLP Policies...	08/24/2022	Sarah Love	Title III ESOL
ARCS Standard 4a: MTSS Policie...	09/09/2022	Sarah Love	Special Education an...
FY23 Parents Right to Know	09/09/2022	Sarah Shealy	Title II
Proviso 1.3 Budget Requirement	08/31/2022	John Li	Finance
FY24 Enrollment Projections	09/02/2022	John Li	Finance
Day 5 Data Acknowledgement	08/22/2022	Jason Jones	PowerSchool and IT
Fifth Day Count Technical Assi...	07/07/2022 - 08/29/2022	Sarah Shealy	Federal Programs Fin...
MTSS Coordinators' Training	07/29/2022 - 08/31/2022	Laura Merrick	MTSS
School Website Requirement	08/03/2022 - 09/01/2022	John Li	Finance
STC Newsletter August 10	08/10/2022 - 08/24/2022	Heather Holliday	Assessment, Gift and...
State Testing Embargo Release ...	08/10/2022 - 09/09/2022	Heather Holliday	Accountability , Ass...
New MLP School Coordinator Tra...	08/15/2022 - 09/08/2022	Sally Fickling	Title III ESOL
Work-Based Learning Implementa...	08/18/2022 - 09/17/2022	Jason Jones	PowerSchool and IT

Submission: KRA certificates and security affidavits for 22-23

Department: Assessment

Due Date: 08/31/2022

Details: Please upload all teacher and STC certificates for the 22-23 school year as well as their security affidavits for the KRA. This submission must be complete before you can begin testing at your site. Please contact hholliday@erskinecharters.org with questions.

Submission: July 2022 Journal Entry Upload

Department: Finance

Due Date: 08/31/2022

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: ARCS Standard 1a- SPED Policies and Procedures

Department: Special Education and 504

Due Date: 08/24/2022

Details: ARCS Standard 1a: SPED Policies & Procedures. The school will submit its special education policies and procedures that are aligned to Institute, state, and federal IDEA requirements. Submission must include signed Assurances by the SPED Coordinator and School Leader.

Submission: ARCS Standard 2a: 504 Policies and Procedures

Department: Special Education and 504

Due Date: 08/24/2022

Details: ARCS 2a- Section 504 Policies and Procedures. The school will submit its 504 policies and procedures that are aligned to Institute, state, and federal 504 requirements for educating students with disabilities. Submissions must include signed Assurances by the 504 Coordinator and School Leader.

Submission: ARCS Standard 3a: MLP Policies and Procedures

Department: Title III ESOL

Due Date: 08/24/2022

Details: Schools have submitted all evidence required for meeting the requirements of Title III.

-School MLP P&P

-ML PS Coding

-School-level Training Completion

Submission: ARCS Standard 4a: MTSS Policies and Procedures

Department: Special Education and 504

Due Date: 09/09/2022

Details: School submits Institute policies and procedures that align with state requirements.

Submission: FY23 Parents Right to Know

Department: Title II

Due Date: 09/09/2022

Details: Under federal law, parents have the right to know: 1) whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; 2) whether a teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived; 3) the baccalaureate degree major of a teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;

Submission: Proviso 1.3 Budget Requirement

Department: Finance

Due Date: 08/31/2022

Details: SECTION 59-20-80. School budgets must be made public; itemization of salaries.

Notwithstanding any other provision of law, each school board of trustees in this State shall annually make available to the general public its budget for that year, which budget shall include an itemized list of the average salaries paid to the superintendents, supervisors, administrators, principals, consultants, counselors and teachers employed by the district. No state aid shall be given to any school district whose board of trustees fails to comply with the provisions of this chapter.

Submission: FY24 Enrollment Projections

Department: Finance

Due Date: 09/02/2022

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: Day 5 Data Acknowledgement

Department: PowerSchool and IT

Due Date: 08/22/2022

Details: Your signature acknowledges your understanding of the student data required to be entered into PowerSchool for the 5-Day Count. You understand that this data must be entered into PowerSchool by your school's fifth day. You understand that your lunch status must be updated annually after July 1 and that EFA codes must be accurate and cannot be changed after the deadline. You also acknowledge training and documentation have been provided to you outlining the fields and data that are required for the 5-Day Count.

Announcement: Fifth Day Count Technical Assistance Sessions

Contact Person: Sarah Shealy

Department(s): Federal Programs Finance , Title I

Start Date: 07/07/2022

End Date: 08/29/2022

Details: In effort to continually provide adequate support for our schools, the Institute will conduct virtual technical assistance sessions to provide support and assistance to prepare for your school's upcoming 5th day count. The sessions will be held every Monday, beginning July 11, 2022 - August 29, 2022, from 10:30 a.m. – 11:30 a.m. These drop-in Q&A sessions are optional to attend, and no sign-up is required. Please find attached to this announcement the 1) FY23 5th Day Count Memo (resources and reminders), 2) FY23 5th Day Count power point slides, and 3) the 5th Day Count Technical Assistance Memo. The Technical Assistance memo contains the zoom link to attend the drop-in zoom sessions.

Announcement: MTSS Coordinators' Training

Contact Person: Laura Merrick

Department(s): MTSS

Start Date: 07/29/2022

End Date: 08/31/2022

Details: MTSS Coordinators' Training will take place on Wednesday, August 31, from 9:30 am-3:30 pm in our offices. This will be a face-to-face training. Please RSVP with the below link.

https://erskinecharters.formstack.com/forms/22_23_backtoschoolmtssliteracyrsvp

Announcement: School Website Requirement

Contact Person: John Li

Department(s): Finance

Start Date: 08/03/2022

End Date: 09/01/2022

Details: Proviso 1.30. (SDE: State Aid to Classrooms):

Pursuant to Section 59-20-80, each school board of directors must make its annual budget available on the school's website by September 1st of each fiscal year. The budget must include state, local, and federal educational investments.

Announcement: STC Newsletter August 10

Contact Person: Heather Holliday

Department(s): Assessment, Gift and Talented

Start Date: 08/10/2022

End Date: 08/24/2022

Details: Attached you will find the latest STC Newsletter. Please forward to the STC if you are a school leader and are unsure if your STC is receiving these communications. Contact hholliday@erskinecharters.org with questions.

Announcement: State Testing Embargo Release Date Memo from SCDE

Contact Person: Heather Holliday

Department(s): Accountability , Assessment

Start Date: 08/10/2022

End Date: 09/09/2022

Details: Attached is the memo from the South Carolina Department of Education concerning the school release date and public release date for the Spring 2022 state test results. These dates are very important to abide by. Please contact hholliday@erskinecharters.org with questions.

Announcement: New MLP School Coordinator Training

Contact Person: Sally Fickling

Department(s): Title III ESOL

Start Date: 08/15/2022

End Date: 09/08/2022

Details: The NEW MLP School Coordinator Training will be held on September 8, 2022. Further information will be sent to the MLP School Coordinators.

Announcement: Work-Based Learning Implementation Guide and Info

Contact Person: Jason Jones

Department(s): PowerSchool and IT

Start Date: 08/18/2022

End Date: 09/17/2022

Details: Please take time to review guidelines, reporting procedures, career ready qualifiers, and useful resources to help provide guidance and assistance with your daily roles and responsibility.