

Charter Institute at Erskine

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Submission: Proviso 1.3 Budget Requirement

Department: Finance

Due Date: 08/15/2026

Details: According to Proviso 1.3 – Pursuant to Section 59-20-80, each school board of directors must make available by Sept. 1st of each school year its annual budget that includes state, local, and federal investments in education. The budget must be available on the school's website. The SCDE has collaborated with local school districts to develop a template. Use the template to record your approved General Fund Budget in the categories provided and post the information to your website. For questions regarding this submission, please contact Sarah Pryor or Aila Ranera.

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: June 2026 Month-to-Date Financial Statements**Department:** Finance**Due Date:** 07/31/2026

Details: As outlined in the Charter Contract, the School shall be responsible for submitting a monthly financial statement in the format prescribed by the Sponsor by the last business day of the month following the end of each month. Please submit a copy of the school's June Month-To-Date Financials (Balance Sheet and Profit & Loss Statement). The Profit & Loss Statement should be detailed by fund, function, and object, including account numbers. Contact Sarah Pryor or Aila Ranera if you have any questions.

Submission: School Financial Policies**Department:** Finance**Due Date:** 08/15/2026

Details: Please submit your school's most recent Board Approved Financial Policies. Organizational finance policies are critical to clarify roles, authority, and responsibilities for financial management and function. The Institute requires that all schools under our sponsorship maintain policies that mirror the best practices outlined in the Institute's own framework policies. The Institute's policy templates are provided for your reference: https://www.dropbox.com/scl/fo/zpgqgtn6sev616oqjwilo/AErJvOHKLSmVw_uGLAakC5g?rlkey=qsgr17s7tx41zjk76qsgpphox&e=1&st=yfi6t58l&dl=0

Submission: FY27 Comprehensive Needs Assessment (Late)**Department:** Federal Programs**Due Date:** 07/31/2026

Details: Please use the following documents (template and exemplars) to create your school's Comprehensive Needs Assessment (CNA) for the 2026-2027 school year.

Submission: FY26 Federal Inventory Reconciliation (Late)**Department:** Federal Programs**Due Date:** 07/31/2026

Details: Federal inventory reconciliation for the 2025-2026 school year was due June 15, 2026. This will include the reconciled inventory sheet, disposal forms, transfer forms, and lost/missing reports with their relevant Police reports. For Title/IDEA grants - Non-consumables (more than 1 year of life) and highly-walkable items worth more than \$2,500.00 must be tracked. For CTE grants - Non-consumables (more than 1 year of life) worth more than \$500.00 and all computers must be tracked. Consider transferring any item not meeting this criteria to General IT during the reconciliation so it does not have to be tracked anymore.

Submission: FY27 Federal Funds Planning Meeting (Late)**Department:** Federal Programs**Due Date:** 07/31/2026

Details: Schools must annually hold a Planning Meeting to evaluate how effective the prior year of federal spending was and to plan how new federal funds should be spent. There are specific agenda items that must be covered based on certain grants. A checklist and templates are provided to walk the FP Coordinator through all steps and requirements for this meeting.

Submission: Electronic Deposit Authorization Agreement**Department:** Finance**Due Date:** 07/24/2026

Details: Please work with your financial institution to complete the attached to ensure that the Institute has the most updated file. Please reach out to John Li if you have any questions. *Due Date shifted from 7/15 to 7/24 due to submission not opening on time*

Submission: 26-27 School Coordinator Contacts Update**Department:** Communications and Legislative**Due Date:** 08/03/2026

Details: The Institute is conducting its annual update of school contacts. Descriptions for each role are on both tabs for quick reference. Please download the attached template and complete it for your school, then reupload. If you would like to reference your sheet from last year and do not have a copy, email aeperson@erskinecharters.org.

Submission: Required McKinney-Vento Training for School Staff**Department:** State and Academic Programs**Due Date:** 07/31/2026

Details: Please see the attached memo for access to the McKinney-Vento.org platform for all staff to complete required annual McKinney-Vento training. In your submission, indicate the deadline your school has set for completion. Training should be completed early in the school year or prior to the start of the school year. The goal is for all schools to ensure staff complete required training by August 31. Please contact Lacy Lucas with questions.

Submission: Parent Survey responses from Spring 2026**Department:** Accountability**Due Date:** 07/31/2026

Details: Attached, you will find the summary of parent climate survey responses from Spring 2026. If you have a section that is blank, that is likely due to fewer than 20 surveys being completed with those questions. As a reminder, no ratings are given on the report card for parent surveys.

Submission: Title IX Role Assignment**Department:** Title IX**Due Date:** 08/14/2026

Details: Please verify that the roles of Title IX Coordinator, Decision Maker, Informal Resolution Facilitator, and Investigator have been assigned by uploading the PDF of the Formstack submission. The Formstack is available at: https://erskinecharters.formstack.com/forms/title_ix_roles_20262027

Submission: Expiring Grants Amendment Request**Department:** Federal Programs**Due Date:** 08/15/2026

Details: Please check the boxes for the corresponding grant(s) your school would like to amend. If there are none, check "None." The Google Sheets will be unlocked on 8.16.26 after final claims have been made to ensure the most accurate numbers are available. Keep in mind the period of performance for these activities is 7.1.26 - 9.30.26. Funding not spent during this time will have to be returned to the SCDE. The deadline for SmartFusion submissions for this period of performance is 10.31.26.

Announcement: Springboard to Success - Special Education Coordinators Meeting(s)

Contact Person: Tarry McGovern

Department(s): Leadership, Special Education and 504

Start Date: 07/01/2026

End Date: 07/20/2026

Details: The Charter Institute at Erskine will provide Springboard Professional Development for school-level Special Education Coordinators to support implementation for the 2026–2027 school year. New and select coordinators will attend training on July 21 and July 22. Returning and veteran coordinators will attend training on July 22 only. Training will take place from 9:00 a.m. to 4:00 p.m., and lunch will be provided. Please complete the Formstack for your school as soon as possible. A PDF with a QR Code and Link is attached. Questions may be directed to tmcgovern@erskinecharters.org or wstoudemire@erskinecharters.org.

Announcement: Summer IEP GoalBook Training Offered at Three Different Locations Across South Carolina

Contact Person: Tarry McGovern

Department(s): Leadership, Special Education and 504

Start Date: 07/01/2026

End Date: 07/29/2026

Details: The Charter Institute at Erskine is pleased to offer Summer GoalBook IEP Development Training at three sites statewide from 9:00 a.m.–12:30 p.m. School leaders, special education teachers, and related service providers are invited to attend and should bring a laptop. See the attached PDF for dates, locations, registration URL, and QR code. Please share with all new and returning special education staff.

Announcement: CPI Nonviolent Crisis Intervention Training

Contact Person: Wendy Stoudemire

Department(s): Leadership, Special Education and 504

Start Date: 07/01/2026

End Date: 08/17/2026

Details: CPI Nonviolent Crisis Intervention Training provides staff with strategies to prevent, de-escalate, and safely respond to crisis situations while maintaining the care, welfare, safety, and security of students and staff. The Charter Institute at Erskine will offer CPI training opportunities during the 2026–2027 school year through the SCDE Office of Special Education Services. Please see attached memo for registration link and QR code with further details. Questions: Tarry McGovern at TMGovern@ErskineCharters.org or Wendy Stoudemire at WStoudemire@ErskineCharters.org.

Announcement: SCDE Memo Update

Contact Person: Christopher Seay

Department(s): Leadership

Start Date: 07/01/2026

End Date: 07/31/2026

Details: Please find memos from the South Carolina Department of Education that include: Regional Elementary ELA and Social Studies PLO, Legislative Session Recap, and Leadership Professional learning Fall 2026

Announcement: SCTS 4.0 Evaluator Training- July 20-22- Virtually

Contact Person: Meagan Cothran

Department(s): State and Academic Programs , Leadership

Start Date: 07/02/2026

End Date: 07/20/2026

Details: Still need SCTS 4.0 Evaluators for your school? We are hosting a virtual training July 20-22. Please use the link to register: <https://forms.gle/rZQiNo7WJFNrdJs46>

Announcement: South Carolina Multilingual Learner Program (MLP) Conference

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 07/06/2026

End Date: 09/08/2026

Details: The South Carolina Multilingual Learner Program Conference is a dynamic, statewide event designed for educators, school and district staff, and all professionals supporting multilingual learners (MLs). This conference brings together experts in the field, district leaders, and representatives from the South Carolina Department of Education (SCDE) to share the latest guidance, best practices, and innovative strategies for serving ML students and their families. Participants will have the opportunity to collaborate with colleagues from across the state, exchange ideas, and build a strong professional community dedicated to improving outcomes for South Carolina's student population.

Dates: September 8–10, 2026

Cost: Free

Location: Columbia Metropolitan Convention Center, 1101 Lincoln Street, Columbia, SC 29201

Registration: <https://sites.google.com/ed.sc.gov/scmlpconference2026/home>

Announcement: WIDA Screener Training Courses

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 07/06/2026

End Date: 08/31/2026

Details: The 2026-2027 WIDA Screener training courses and test administration materials are now available in the WIDA Secure Portal. Each school must have at least one certified staff member complete the required training courses.

Announcement: Multilingual Learner Program Specialist Training

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 07/06/2026

End Date: 07/28/2026

Details: The Back-to-School Training for Multilingual Learner Program Specialists will be held virtually on Tuesday, July 28, from 1:00-3:00 pm. Please join via Zoom at: <https://erskinecharters.zoom.us/my/sfickling>

Announcement: Section 504 Coordinators' Training

Contact Person: Sally Fickling

Department(s): Special Education and 504

Start Date: 07/06/2026

End Date: 08/05/2026

Details: The Back-to-School training for Section 504 Coordinators will be held virtually on Wednesday, August 5, from 3:00-4:00 pm. Please join via Zoom at: <https://erskinecharters.zoom.us/my/sfickling>

Announcement: MLP Monthly Matters - August

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 07/06/2026

End Date: 08/19/2026

Details: The August session of the MLP Monthly Matters virtual training will be held on Wednesday, August 19, from 1:00-2:00 pm. Please join via Zoom at: <https://erskinecharters.zoom.us/my/sfickling>

Announcement: Title IX Roles Assignment 2026-2027

Contact Person: Sally Fickling

Department(s): Title IX

Start Date: 07/08/2026

End Date: 08/31/2026

Details: Please select the faculty/staff members who will fulfill the four Title IX roles for your school using this link: https://erskinecharters.formstack.com/forms/title_ix_roles_20262027

Once the form is completed, assigned staff will have until August 30, 2026, to complete the required training for the school year.

Announcement: Back-to-School EDPlan 504 Getting Started Webinar

Contact Person: Sally Fickling

Department(s): Special Education and 504

Start Date: 07/08/2026

End Date: 08/06/2026

Details: PCG will be hosting the Back-to-School EDPlan 504 Getting Started Webinar on August 6th from 9-11 am. Register at: <https://events.teams.microsoft.com/event/e22e0963-067c-44c9-9506-13e3d11a4b17@d9b110c3-4c25-4379-b97a-e248938cc17b>

Announcement: SCDE Memo Updates for July 6 - 10, 2026

Contact Person: Christopher Seay

Department(s): Leadership

Start Date: 07/09/2026

End Date: 07/31/2026

Details: Please find memos from the South Carolina Department of Education that include: School Leadership Institute and School Renewal Plans Professional Development Mini-Series.

Announcement: SCDE PD Miniseries

Contact Person: Kristy Cansler

Department(s): Leadership

Start Date: 07/09/2026

End Date: 07/24/2026

Details: The SCDE Office of Federal and State Accountability will offer virtual professional development sessions to support districts and schools in refining their District Strategic Plans and School Renewal Plans. These sessions will provide guidance, tools, and opportunities for collaboration to strengthen planning and ensure alignment with state expectations. Please see attached SCDE memo for more information.