

Charter Institute at Erskine

INSTITUTE INSIGHTS

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Submission: Post All School Board Bylaws and School Policies

Department: Communications and Legislative

Due Date: 09/30/2026

Details: S.C. Code Ann. § 59-40-50(B)(19) requires the most recent version of the school's bylaws and policies to be uploaded to its website. Please post the school board bylaws and policies to the school's website.

Submission: Title IX Policies and Procedures

Department: Title IX

Due Date: 09/30/2026

Details: Please review the Institute's Title IX Policies and Procedures. Please have your Title IX Coordinator and School Leader sign the assurances page and upload the document.

Submission: August 2026 Month-to-Date Financial Statements

Department: Finance

Due Date: 09/30/2026

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 August 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: 20 Day Letters (Jul-Sept 2026)**Department:** Title I**Due Date:** 10/15/2026

Details: In accordance with ESSA, "20 Day Letters" must be sent to families when students have been taught for four or more consecutive weeks by an instructor who does not meet applicable state certification or licensure requirements at the grade level & subject level in which they have been assigned. ESSA Sec. 1112 (e)(1)(B)(ii) This submission will collect these letters as applicable. Please contact Sarah Pryor or Aila Ranera with questions.

Submission: School Reading Plans**Department:** State and Academic Programs**Due Date:** 09/30/2026

Details: All elementary schools are required to submit a reading plan. Middle schools are required to submit a reading plan if 50% or more of their students scored at the lowest achievement level in English Language Arts (ELA) on the most recent state summative assessment. Schools that meet either of these requirements should submit their reading plan using the following link: https://erskinecharters.formstack.com/forms/2026_2027_school_reading_plans

Submission: Gifted and Talented Verification and Updates**Department:** Gift and Talented**Due Date:** 09/30/2026

Details: Please verify your Gifted and Talented reports pulled from the new GIFTed system to ensure accuracy of the transfer from GIFT. During the transition from GIFT to GIFTed, all students were marked as being served by the SCDE. Be sure to update your report with the correct status as well. Please contact Robbie Anderson with any corrections.

Submission: 2026-2027 CERRA Supply and Demand Survey**Department:** Human Resources and Benefits**Due Date:** 09/30/2026

Details: Please complete the CERRA Supply and Demand survey for the 2026-2027 school year. Please contact Robbie Anderson at randerson@erskinecharters.org for any questions.

Submission: KRA Teacher Certification Certificates for 2026-2027**Department:** Assessment**Due Date:** 10/15/2026

Details: This submission is to collect current training certificates for the KRA platform and assessment. School test coordinators should collect all teacher certificates for 2026-2027 and submit as one document prior to the start of testing at their school. If you have any questions, please contact Robbie Anderson

Submission: 2026-2027 Salary Updates**Department:** Human Resources and Benefits**Due Date:** 10/15/2026

Details: Please upload your salaries for the 2026-2027 school year. This is used to update the PEBA and the PCS system. Please contact Robbie Anderson if you have any questions.

Submission: Parent Notification-All 3rd Grade Students

Department: State and Academic Programs

Due Date: 10/15/2026

Details: Please submit evidence of notifying all parents of third grade students of the Read to Succeed Retention policies.

Announcement: Subgroup Support Sessions 26-27

Contact Person: Meagan Cothran

Department(s): State and Academic Programs

Start Date: 07/29/2026

End Date: 10/30/2026

Details: Have a School Improvement designation or are you looking for ways to increase achievement in subgroups? Mark your calendars for the 26-27 Subgroup Support Sessions offered by the SCDE. This professional learning is designed for teams to focus monthly on targeted action steps that align across continuous improvement efforts. Schools with the ATSI 2nd Cycle Designation are strongly encouraged to attend. Because these are facilitated work sessions, we encourage teams of at least 2 at each meeting. For questions, email Meagan Cothran, mcothran@erskinecharters.org. Use this link to register <https://shorturl.at/RpT5x>

Announcement: Climate Survey Files for RC Aug 10

Contact Person: Heather Holliday

Department(s): Accountability , Leadership

Start Date: 08/10/2026

End Date: 09/30/2026

Details: Attached you will find your student and teacher climate survey files on which your RC is based. I have also included the accountability manual for your reference. The School Climate section begins on page 82 and continues through page 92 also for your reference. As a final reminder, we will use these numbers to update your Report Card simulators in the near future. Contact Heather Holliday with questions.

Announcement: Applied Behavior Analysis (ABA) Providers in Schools - New Regulation and Guidance

Contact Person: Tarry McGovern

Department(s): Leadership, Special Education and 504

Start Date: 08/11/2026

End Date: 10/15/2026

Details: Please review the attached memo titled "ABA Services in Our Schools" and find the attached ABA Regulation, ABA Collaborative Agreement and ABA Presentation. If you have questions regarding this new regulation or the interactive process, please do not hesitate to contact Tarry McGovern (tmcgovern@erskinecharters.org) or Wendy Stoudemire (wstoudemire@erskinecharters.org).

Announcement: Reading Coach Regional Support

Contact Person: Sally Fickling

Department(s): Leadership

Start Date: 08/18/2026

End Date: 09/30/2026

Details: During the 2026–27 school year, the OIS Literacy Specialist Team will continue efforts to build upon the success of the Palmetto Literacy Project (PLP) by delivering targeted regional support and professional learning opportunities for all Read to Succeed Reading Coaches across South Carolina. Per the MOA, all Read to Succeed Reading Coaches are required to register for the 2026-27 support sessions in their region. Zoom links will be emailed to registrants prior to each session.

Sessions will be from 9:00 a.m. - 11:00 a.m. Upstate: September 29, 2026, November 17, 2026, January 26, 2027, and April 13, 2027. Midlands: September 24, 2026, November 19, 2026, January 28, 2027, and March 25, 2027. Pee Dee: September 28, 2026, November 30, 2026, January 25, 2027, and April 5, 2027. Lowcountry: September 28, 2026, November 30, 2026, January 25, 2027, and April 5, 2027. Reading Coaches should register at:

https://scde.formstack.com/forms/26_27_regional_literacy_specialist_support_registration

Announcement: Institute Training Calendar

Contact Person: Christy Junkins

Department(s): Leadership

Start Date: 08/23/2026

End Date: 01/31/2027

Details: Here is a link to the Charter Institute at Erskine's Training Calendar for 2025-2026:

<https://docs.google.com/spreadsheets/d/1P4a8u-9cBJdK0S89ofstGD7Wp-LbcvNQ0bQtxlbeKtw/edit?usp=sharing>. Please share as you see fit. If you have any questions about the training, please reach out to upir Superintendent of Schools.

Announcement: E-Rate: Important Dates and Filing Reminders

Contact Person: Caiman Welch

Department(s): Finance, Leadership, PowerSchool and IT

Start Date: 09/01/2026

End Date: 10/30/2026

Details: This is a reminder for schools planning to utilize E-Rate discounted internet and telecommunications services for the upcoming funding year (2027–2028). The attached document, provided by the Department of Administration, outlines best practices, timelines, and procedures for the process in its entirety. If you have any questions, please reach out to Caiman Welch at cwelch@erskinecharters.org or the E-Rate Customer Service Center at (888) 203-8100 (Monday–Friday, 8 a.m.–8 p.m. ET).

Announcement: School Reading Plans

Contact Person: Sally Fickling

Department(s): State and Academic Programs

Start Date: 09/02/2026

End Date: 10/15/2026

Details: The Read to Succeed Act of 2014 required the South Carolina Department of Education (SCDE), with State Board of Education (SBE) approval, to develop and continuously refine a statewide plan to improve reading proficiency from PreK through 12th grade. The South Carolina State Reading Plan, approved by the SBE on June 10, 2015, guides SCDE support for districts and schools and informs local reading and writing plans based on research driven strategies. In accordance with the revisions outlined in Act 114, the plan has since been updated. All primary and elementary schools must submit an annual reading plan to the SCDE. Middle schools where 50% or more of students scored at the lowest achievement level in English Language Arts (ELA) on the most recent state summative assessment are also required to submit a reading plan. All school reading plans must clearly document how instruction and intervention in reading and writing align with the science of reading, structured literacy, and foundational literacy skills. All primary/elementary schools and districts are required to include a third grade reading proficiency goal as part of their submitted plans. School plans will be due to the Institute by September 30, 2026.

Announcement: Tableau Training Recording

Contact Person: Sarvesh Malpani

Department(s): Accountability

Start Date: 09/03/2026

End Date: 10/30/2026

Details: Thank you for taking the time to attend Tableau training session. I've included the link to the meeting recording below for anyone who would like to revisit the session or share it with colleagues who were unable to attend. I hope you found the training helpful and gained valuable insights into using Tableau more effectively. If you have any questions, need additional support, or would like to schedule a follow-up discussion, please feel free to reach out. smalpani@erskinecharters.org. Meeting Recording: <https://www.dropbox.com/scl/ifi/ukjalr7o9hj5c27hpufmm/video1580672371.mp4?rlkey=4lquibp2zz1ju43lv58e6p81h&dl=0>

Announcement: Opportunities for School Nurses

Contact Person: Christy Junkins

Department(s): State and Academic Programs

Start Date: 09/03/2026

End Date: 10/03/2026

Details: School Nurse in person meeting September 23, 9am-3pm in Lexington. Please register if you would like to attend <https://forms.gle/wWa4S9kQu94yVjEH7>. 45th Day Immunization Status Report Refresher is scheduled for Wednesday, September 9th at 9am virtually. The webinar will provide information, a demonstration and time for Q&A. The session will be recorded for those that are unable to attend. Directions and FAQs regarding the new platform, Redcap, will be provided. Here is the meeting link: <https://teams.microsoft.com/meet/246739582986596?p=ILlbyh4eBFpgek5mvN>. Sweet Science Conference October 2 & 3rd, 2026. This is an opportunity to meet with diabetes specialists, educators and vendors of equipment to enhance nursing skills related to diabetic care. Here is the registration link: <https://ahec.elephantroommedia.com/continuing-education/events/2026-sweet-science-conference>. 2026 Narcan Standing Order-information is attached in documents. Please complete the formstack located here, https://erskinecharters.formstack.com/forms/narcan_needs_2026_2027, if you wish to request Narcan for your school. If you have any questions, please reach out to Sally Fickling at sfickling@erskinecharters.org and/or Christy Junkins at cjunkins@erskinecharters.org.

Announcement: IGP Guidance

Contact Person: Heather Holliday

Department(s): Accountability , PowerSchool and IT

Start Date: 09/04/2026

End Date: 10/04/2026

Details: Please see the attached memo for guidance on conducting and data entry of IGPs.

Announcement: October PowerSchool Monthly Meeting

Contact Person: Jessica Crowe

Department(s): PowerSchool and IT

Start Date: 09/09/2026

End Date: 10/08/2026

Details: Please join us for our October PowerSchool monthly meeting at the Charter Institute at Erskine, located at 1201 Main Street, 25th Floor, Columbia, SC 29201. We will meet from 9:00 a.m. to 4:00 p.m. If you have any questions, please contact Jessica Crowe at jcrowe@erskinecharters.org. Thank you.

Announcement: New ML Coordinators' Meeting-October

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 09/10/2026

End Date: 10/14/2026

Details: The October New ML Coordinators' Meeting will be held virtually on October 14, 2026, from 1:00-2:00pm at <https://erskinecharters.zoom.us/my/rogers11>

Announcement: MTSS Professional Learning Opportunities

Contact Person: Lacy Lucas

Department(s): MTSS, State and Academic Programs

Start Date: 09/14/2026

End Date: 10/14/2026

Details: Elevate your MTSS framework! Join the SC Department of Education's virtual MTSS Gather & Grow Collaboratives quarterly from 9-11 AM starting Oct 8. Connect statewide, share strategies, and boost student growth. See the attached memo to register and get your link!

Announcement: Medical Assistance Program for Families Information & Smiles for a Lifetime

Contact Person: Sally Fickling

Department(s): State and Academic Programs

Start Date: 09/17/2026

End Date: 01/30/2027

Details: Information for a Medical Assistance Program for the Families at your school and Smiles for a Lifetime - free services to share with your families if you see fit.

Announcement: MLP Monthly Matters - October

Contact Person: Sally Fickling

Department(s): Title III MLP

Start Date: 09/23/2026

End Date: 10/21/2026

Details: The October session of the virtual MLP Monthly Matters training will be held on Wednesday, October 21, from 1:00-2:00 pm. Please join via Zoom at: <https://erskinecharters.zoom.us/my/sfickling>

Announcement: Math (Decimals) Professional Development Opportunity

Contact Person: Lacy Lucas

Department(s): Additional Targeted Support and Improvement, Comprehensive Support and Improvement, State and Academic Programs

Start Date: 09/24/2026

End Date: 10/16/2026

Details: Transform math instruction for 5th–8th graders! Join SCDE's free, hands-on October 27, 2026, session to master using bead strings and open number lines for decimal mastery and algebraic thinking. Use the link in the attached memo to register by October 16th.

Announcement: What's Up Wednesday - October

Contact Person: Sarah Shealy

Department(s): Federal Programs, Finance, Title I, Title II

Start Date: 10/01/2026

End Date: 10/14/2026

Details: Join the Finance and Federal Programs Department for "What's Up Wednesday" at 10am on 10.14.26, via Zoom for timely general fund updates, federal programs support, and open office hours. If you do not yet have the calendar invitation and zoom link, please reach out to Sarah Shealy.