

**South Carolina Education Oversight Committee (EOC)
Annual Standards Assurance Form**

School Year: 2019-20

**Application to Participate in
Educational Credit for Exceptional Needs Children (ECENC) Program**

Please complete the information requested below concerning your independent school. This information will be listed on the South Carolina Education Oversight Committee's website, <https://eoc.sc.gov/>.

Independent School Name:	Charleston Day School, Inc.
Independent School Contact Person:	Cheryl Waddell
Independent School Address:	15 Archdale St
City, State, Zip Code:	Charleston SC 29401
Independent School Telephone Number:	(843) - 377-0315
Independent School Fax Number:	(843) - 720-2143
Independent School E-mail Address:	Cheryl.Waddell@CharlestonDay.org
Independent School Website Address:	www.CharlestonDaySchools.org

Please review the standards below that are based on Act 247 of 2018. An "eligible school" is defined as "an independent school including those religious in nature, other than a public school, at which the compulsory attendance requirements of Section 59-65-10 may be met." Please indicate whether your school has met or intends to meet each standard to ensure the following academic and reporting requirements are met. The South Carolina Education Oversight Committee reserves the right to **request additional documentation** to show the school is in compliance with state law. Failure to meet these standards or reporting requirements will result in your school being denied or removed from participation in the program.

STANDARDS	YES	NO
1. Offers a general education to primary or secondary school students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does not discriminate on the basis of race, color, or national origin.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Is located in this State.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has an educational curriculum that includes courses set forth in the state's diploma requirements, graduation certificate requirements for special needs children and where the students attending are administered national achievement or state standardized tests, or both, at progressive grade levels to determine student progress.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Has school facilities that are subject to applicable federal, state, and local laws.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is a member in good standing of the Southern Association of Colleges and Schools, the South Carolina Association of Christian Schools, the South Carolina Independent Schools Association, or the Palmetto Association of Independent Schools.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

REPORTING REQUIREMENTS	YES	NO
<p>1. If your school received any grants from Exceptional SC in school year 2018-19, then your school will report to the EOC the number and total dollar amount of grants received in the 2018-19 school year from Exceptional SC by September 1, 2019.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>2. Your school will submit to the EOC by September 1, 2019 a statement of services that documents your school:</p> <p>(a) provides a specially designed program or learning resource to provide needed accommodations based on the needs of exceptional needs students; or</p> <p>(b) provides onsite educational services or supports to meet the needs of exceptional needs students; or</p> <p>(c) exists specifically to meet the needs of only exceptional needs students with documented disabilities.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>3. Your school will submit to the EOC by November 15, 2019 the <u>school-level</u> assessment results for all grades in the school and for each grade with at least (10) students tested. Results should be provided for English language arts (reading) and mathematics achievement of students in each grade tested in school year 2018-19.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>4. If your school received grants from Exceptional SC in school year 2018-19, the school will submit by November 15, 2019 <u>individual student test scores</u> on national achievement or state standardized tests for any student in grades one through twelve who received a grant from the program during school year 2018-19. The data will be collected using a secure portal. No personally identifiable information will be published; instead, the information will be aggregated.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>5. If your school received grants from Exceptional SC in school year 2018-19, the school will submit to the EOC a copy of a compilation, review, or compliance audit of the organization's financial statements as relating to the grants received, conducted by a certified public accounting firm by November 15, 2019.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I assure that all documents submitted to the SC Education Oversight Committee for the purpose of applying as an eligible school, as defined by state law, is true, accurate, and complete under penalty of perjury in accordance with Section 16-9-10 of the South Carolina Code of Laws. Failure to report to the EOC the required data will result in the school being removed from the list of approved schools.

Signature: Cheryl Waddell

Date: 2/8/2019

Print Name of Signature Above: Cheryl Waddell

Title: Accounting Manager

Email: Cheryl.Waddell@CharlestonDay.org

**Document A
Grants Received**

**Educational Credit for Exceptional Needs Children (ECENC) Program
2019-20**

Independent School Name: Charleston Day School

An independent school participating in the ECENC Program is required to submit the following information by **September 1:**

How many students in kindergarten through grade 12 were enrolled in your school in the prior school year? 247

What is the total number of grants and total amount of grants received in the prior school year from Exceptional SC? Please complete the following chart and sign below.

If no grants for any qualifying student were received from Exceptional SC in the prior school year, please indicate with "0" grants received and "\$0" in total amount of grants received from Exceptional SC.

Total Number of Grants Received	Total Amount of Grants Received
# <u>2</u>	\$ <u>20,000</u>

Total number of grants is the number of individual children/students who received a grant even if the school received more than one grant for a specific child/student.

Signature: Cheryl Waddell

Date: 6/18/2019

Print Name of Signature Above: Cheryl Waddell

Title: Accounting Manager

Email: Cheryl.Waddell@CharlestonDay.org

**Document B
Statement of Services**

**Educational Credit for Exceptional Needs Children (ECENC) Program
2019-20**

Independent School Name: Charleston Day School

An independent school participating in the Educational Credit for Exceptional Needs Children is required to submit a Statement of Services by **September 1** that documents that the school:

- (a) provides a specially designed program or learning resource to provide needed accommodations based on the needs of exceptional needs students; or
- (b) provides onsite educational services or supports to meet the needs of exceptional needs students; or
- (c) exists specifically to meet the needs of only exceptional needs students with documented disabilities.

Please sign below and attach a statement of services.

Signature: Mary Allen Edgerton

Date: June 6, 2019

Print Name of Signature Above: Mary Allen Edgerton

Title: Coordinator of Learning Services

Email: Maryallen.edgerton@charlestonday.org



Charleston Day School

Summary of Services Provided Based upon Exceptional Needs of Students

Charleston Day School provides accommodations for students according to their diagnosed needs such as ADHD, Dyslexia, Auditory Processing, Written Language, Dysgraphia, and Dyscalculia.

The following is a list of the common accommodations and remediation services that are provided at Charleston Day School:

Extended Time

Separate Room Testing

One-on-one and small group tutoring

Executive Functioning Coaching

Copies of Notes

Oral Testing/ Scribing

Technological Support

Orton Gillingham Tutoring

Wilson Language Tutoring

Lindamood-Bell Tutoring

**Document C
Assessment Data**

Educational Credit for Exceptional Needs Children (ECENC) Program

2019-20

Independent School Name: Charleston Day School

A school applying for participation in the ECENC Program must provide by **November 15** the following:

School-level Assessment Results

In the chart below, please list the NAME of each national achievement test that was administered and the grade in which the test is administered for the prior school year. Examples include: *TerraNova, Stanford 10, Iowa Test of Basic Skills, MAP, PSAT, SAT, ACT, etc.*

For schools that specifically exist to meet the needs of only exceptional needs students with documented disabilities, please document how the school documents students' academic and social development.

Grade	English language arts (Reading)	Mathematics	Other

For each national assessment listed above and for each grade with at least 10 students tested, please attach the results from the prior school year. The manual provides a template for schools to use in reporting mean scale scores, national percentile rankings, etc.



Charleston Day School

Annual Educational Records Bureau (ERB) Comprehensive Testing Program (CTP)
Spring 2019 Testing Results

Grade Level	Mean National Percentile Rank Reading Comprehension	Mean National Percentile Rank Mathematics
3	87%	86%
4	91%	93%
5	86%	84%
6	85%	78%
7	85%	91%
8	92%	94%

Individual Student Assessment Results

If your school received grants from Exceptional SC in the prior school year, the school must submit by **November 15**, individual student test scores on national achievement or state standardized tests for any student in grades one through twelve who received a grant from the program during the prior school year.

The data will be collected using a secure portal. No personally identifiable information will be published; instead, the information will be aggregated.

Please identify one or more staff persons from your school who will provide the individual student test scores from this school:

Name: Mary Allen Edgerton
Title: Coordinator of Learning Services
Telephone Number: 843-793-6840
Email Address: maryallen.edgerton@charlestonday.org

The individual submitting school-level assessment information and the name of the staff person to provide individual student assessment data must sign below.

Signature: Mary Allen Edgerton
Date: June 6, 2019
Print Name of Signature Above: Mary Allen Edgerton
Title: Coordinator of Learning Services
Email: maryallen.edgerton@charlestonday.org



LEGARE + BAILEY + HINSKE
Intelligent Tax Strategies

**Independent Accountants' Report
On Applying Agreed-Upon Procedures**

To Management and the Board of Trustees
Charleston Day School, Inc. and
The South Carolina Education Oversight Committee

We have performed the procedures enumerated below, which were agreed to by Charleston Day School, Inc. (the "School") and the South Carolina Education Oversight Committee (the "Committee") solely to assist the specified parties with respect to certain requirements of the Committee in its determination of the School's eligibility to participate in and compliance with the requirements of the Educational Credit for Exceptional Needs Children Program (the "Program") for the program year ended June 30, 2019. The School's management is responsible for its financial records, internal controls and compliance with Program and State laws and regulations. The sufficiency of these procedures is solely the responsibility of the School and the Committee (the "specified parties"). Consequently, we make no representations regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We obtained documentation to verify that the grants received under the Educational Credit for Exceptional Needs Children Program were for eligible students enrolled to attend the School by vouching the recipients to inclusion in the 2018-2019 School roster as well as agreeing grant amounts and a list of the School's student recipients to correspondence the School received from Exceptional SC, the scholarship funding organization ("SFO").

No exceptions were found as a result of applying the procedure.

2. We compared the total of grants received by the School for each child per the School's records to the amount disbursed from the SFO to the School.

No exceptions were found as a result of applying the procedure.

3. We obtained documentation to verify that no student's grant exceeded \$11,000 for the 2018-2019 school year by vouching copies of checks received from the SFO identifying the related student recipients as provided by the School.

No exceptions were found as a result of applying the procedure.

4. If applicable, we verified that the School returned to the SFO a prorated amount of a student's grant if a student withdrew from the School during the year. For student recipients that did not withdraw during the year, we obtained copies of year-end report cards provided by the School for each program recipient.

No exceptions were found as a result of applying the procedure.

LEGARE + BAILEY + HINSKE

5. We obtained documentation that each grant was used for tuition which is defined as "the total amount of money charged for the cost of a qualifying student to attend an independent school including, but not limited to, fees for attending the school and school-related transportation" by comparing the amount of the grant received to the School's annual tuition rate for the school year to determine that the grant amount did not exceed annual tuition, and by vouching application of the grant proceeds to the student's account within the School's accounting records.

No exceptions were found as a result of applying the procedure.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the School's eligibility to participate in and compliance with the requirements of the Educational Credit for Exceptional Needs Children Program. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Charleston Day School, Inc. and the South Carolina Education Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

Legare, Bailey & Hinske, LLC

Mt. Pleasant, South Carolina
July 26, 2019