Annual Timeline for SIC District Contacts

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
July 1 All existing SC-SIC *Member Network* passwords terminated. Districts and schools must apply for new password for coming school year.	School starts. Remind schools to download and distribute SIC *Handbook* to members. Contact principals to assess status of SIC elections and schedule *Basics* training for SICs. Begin welcoming new SIC members and Chairs.	Remind schools of October 15 SIC election deadline. Applications for Riley Award available at *sic.sc.gov* . Encourage SICs to apply. Annual SIC District Contact meeting in Columbia.	**October 15** Deadline for completing SIC elections. Remind schools of November 15 membership reporting deadline.	**November 15** Deadline for reporting SIC membership to SC-SIC *Member Network* . Deadline for Riley Award applications this month. Check *sic.sc.gov* for date.	**Holidays**	Check in with principals and SIC Chairs on progress and training needs. Schedule additional trainings with SC-SIC as needed.		SC-SIC Annual Meeting and Riley Award Celebration in Columbia. Remind SICs of deadline for annual *SIC Report to the Parents* .	**April 30** Deadline for schools to distribute annual *SIC Report to the Parents.*	On behalf of district, thank SIC members for their service.	**June 1** Deadline for schools to upload *SIC Report to Parents* to the *Member Network* .