

**SC SIC Board of Trustees
Quarterly Meeting Minutes
Colonial Life Building, Columbia, SC
Friday, February 27, 2015**

Board Members Present: Amelia McKie, Vice-Chair; Donna Hooks, Secretary; Gary Alexander; James Blassingame; Justin Blum; Allison Jacques; Bonnie King; and Jeff Nicholson

Staff Members Present: Tom F. Hudson, SC-SIC Executive Director; Karen Utter, SC-SIC Coordinator of Council Services.

The meeting was called to order at 10:32 a.m. by Ms. McKie.

Minutes of the November 21, 2014, meeting were presented and tentatively approved by those present.

New board members Bill Evans, representing the Lowcountry, and Sherri R. Horton, representing the Upstate, were unable to attend the meeting.

Regional Council Specialists Dr. Sallie Cooks, serving the CSRA, and Martha Hannah, serving the Pee Dee, were introduced by Mr. Hudson.

New Business

- *SIC Funding*: Mr. Hudson gave an update on funding sources for the 2015-16 fiscal year. Board members discussed ways that we can help secure additional funding including legislative appropriations and grant proposals.
- *CEP Family Academies*: Mr. Hudson gave an overview on two upcoming half-day CEP Family Academies which will be held this spring. Board members made suggestions for communication about the events.

Presentation

Dana Yow, Director of Public Engagement and Communications with SC EOC, presented an update on the new SC Education Standards. She gave a summary of the English/Language Arts and Mathematical review timeline, an overview of Act 200, and answered questions and concerns from board members.

Review of SC-SIC Staff Reports

Mr. Hudson presented highlights from his written report outlining trainings, funding, and activities since the Board's last meeting. His full written report is included at the end of these minutes along with written reports from Claudia Parnell, SC-SIC Digital and Web Director and Karen Utter, SC-SIC Program Coordinator. SC-SIC goals and potential contributions related to Read to Succeed are also included in the report.

Conversation with Council Specialists

Regional Council Specialists Dr. Sallie Cooks, serving the CSRA, and Martha Hannah, serving the Pee Dee, gave an overview of the work they are doing with local SICs including communication and support for district contacts, school principals, and SIC chairpersons.

Committee Reports

- Awards/Conference: Mr. Hudson and Ms. Utter gave an update on the annual meeting and encouraged all board members to register, attend, and volunteer. Mr. Hudson reviewed the Riley Award finalists (Blythewood High SIC, Blythewood – Richland School District Two; J.L. Mann High SIC, Greenville – Greenville County Schools; Myrtle Beach Cluster SIC, Myrtle Beach – Horry County Schools; North Augusta High SIC, North Augusta – Aiken County Public School District; Rudolph Gordon Elementary SIC, Simpsonville – Greenville County Schools) and recipients of the SIC Advocate of the Year (Melanie Barton) and SIC Legislator of the Year (Rep. Jerry Govan) who will be recognized at the annual meeting.
- Outreach/Advocacy: No report
- Membership/Development: Mr. Hudson reported that Retha Ross is moving out of state and has resigned from the board. Mr. Nicholson asked for suggestions for representatives from Charleston and the upstate area for the two SIC Board of Trustees vacancies.

Old Business

None

Our next meeting is scheduled for Friday, June 12.

The meeting was adjourned at 2:08 p.m.

Respectfully submitted,



Donna Hooks
Secretary

Tom F. Hudson, SC-SIC Executive Director**Training**

Scheduled SIC Basics, 03/10/15, Charleston (Utter); SIC Basics, 03/26/15, Orangeburg 3 (Hudson)

Completed SIC Basics, 02/03/15, Jasper (Utter); SIC Overview, 01/06/15, USC Upstate @ Sumter (Hudson); SIC Basics, 12/15/14, Bamberg 2 (Hudson); SIC Basics, 11/20/14, Charleston (SIC District Contact); SIC Basics, 11/17/14, Sumter (Hudson); SIC Basics, 11/06/14, Marion (Utter); SIC Basics, 11/06/14, Williamsburg (Hudson); SIC Basics, 10/30/14, Marlboro (Hudson); SIC Basics, 10/28/14, Lexington-Richland 5 (Hudson); SIC Chairs, 10/28/14, Lexington-Richland 5 (Hudson); SIC Basics, 10/27/14, Barnwell 19 (Utter); SIC Basics, 10/27/14, Kershaw (Hudson); SIC Basics, 10/21/14, Orangeburg 5 (Hudson); SIC Basics, 10/20/14, Beaufort (Hudson); SIC Basics, 10/16/14, Richland 1 (Utter); SIC Basics, 10/07/14, Richland 2 (Hudson); SIC Basics, 09/30/14, Darlington (Hudson); SIC Basics, 09/25/14, Fairfield (Utter); SIC Leadership, 09/25/14, Fairfield (Hudson); SIC Basics, 09/23/14, Calhoun (Hudson); SIC Basics, 09/16/14, Greenville (Hudson).

Overview 22 training sessions conducted to date (18 SIC Basics; 1 SIC Leadership; 1 SIC Chairs; 1 SIC District Contact Meeting), reaching over 510 participants.

Funding

- Governor's Executive Budget of 01/14/15 includes \$715,933 in funding for the Center for Educational Partnerships (same amount as FY14-15).
- EIA Budget Recommendations of the Education Oversight Committee continues CEP funding at level of \$715,933.
- To date, budget provisos pertaining to SC-SIC and CEP remain intact within the House Ways & Means Committee.
- Submitted request for additional CEP funding at the invitation of Dr. Allison Jacques and Dean Watson. An additional amount of \$13,000 was approved by the Dean.
- Budget projections for SC-SIC to date show sufficient funding from all sources for FY2014-15.

Selected Activities

- Ongoing work in coordinating, with SC Department of Education Office of School Leadership, SC Education Policy Fellowship Program. Sessions held in Columbia 12/12/14; 01/16/15; and 02/17/15.
- Attended national EPFP site coordinators meeting in Washington, DC, 12/05/14 to 12/07/14.
- Participated in several conference calls relative to SC-EPFP with staff from Institute for Educational Leadership (IEL) and national EPFP.
- Participated in judging of Mississippi Chapter NSPRA submissions for state awards program, 12/03/14.
- Meeting with Trip DuBard regarding ongoing collaborative efforts between SC Future Minds and the CEP.

Selected Activities, continued

- Staff meeting with Regional Council Specialists, 12/16/14.
- Attended All College Meeting, 01/08/15.
- With other CEP directors, made presentation on program area for the SC Education Deans Association meeting, 01/20/15.
- Attended Riley Institute at Furman Diversity Leaders Initiative reception for Midlands Class Spring 2015, 01/28/15.
- Meeting with Trip DuBard of SC Future Minds and Dr. Jacques on potential future award for public/private education partnerships, 02/02/15.
- At the invitation of Dean Watson, participated in strategic planning discussion for proposed early childhood and elementary teacher apprenticeship proposal, 02/10/15.
- Participated in Level Two and winner's level adjudication for 2015 Riley Award, 02/13/15 and 02/20/15, respectively.
- Met with Jennifer Morrison, Director of SCDE's Office of School Transformation, regarding collaboration with SC-SIC on Read to Succeed, 02/18/15.
- Attended Domestic Violence Town Hall 02/26/15, sponsored by Ridge View High SIC, local churches, and State Rep. Mia McLeod.
- Prepared and issued three (3) media releases on new Board members (12/18/14); SIC Honor Roll (01/07/15); and Riley Award Finalists (02/12/15).
- Prepared copy for *Council News* (Volume 37, Issue 1) circulated on 01/29/15.
- Prepared copy for *In the Loop* (Volume 1, Issue 6, Issue 7, Issue 8) emailed on 12/18/14, 02/12/15, and 02/19/15, respectively. Attended various House and Senate committee meetings.
- Participated in walk-throughs at River Bluff High School pertaining to SC-SIC Annual Meeting, Share Fair Nation, and STEAMosphere.
- Ongoing work with SC-SIC Business manager Debra Williams regarding FY14-15 budget projections.
- Ongoing planning and preparation for SC-SIC Annual Meeting scheduled for 03/07/15.
- With Karen Utter, to participate in judging annual SCPTA awards, 03/02/15.
- At request of SC Department of Education, to participate in focus group regarding SCDE advocacy and outreach efforts, 03/02/15.
- Preparations for 03/11/15 presentation on SC-SIC to State Board of Education.

Claudia Parnell, SC-SIC Digital & Web Director

SC-SIC website

SC-SIC has finalized the responsive design reformat of the website. The site may now be easily viewed and used over a variety of platforms, including smart phone and tablet devices.

SC-SIC Member Network

- Total schools falling under laws governing SICs as of 02/24/15: **1,137** (this figure does not include 3 schools that convene SICs but are not mandated to do so). These are the latest available numbers reported to us by the schools and/or districts.
- Total schools reporting SIC membership as of 02/24/15: **1,010** (this number includes three schools that are not mandated to convene SICs).
- Total schools that had not updated their SIC membership as of 02/24/15: **118**.
- Total schools that had partially updated their SIC membership as of 02/24/15: **12**.
- Total number of SIC members reported as of 02/24/15: **13,412**.
- Total number of SICs in compliance as of 02/24/15: **950** (this number includes three “Career, Tech and Other” category schools, which are not mandated to convene SICs).
- Total number of SICs out of compliance as of 02/24/15: **274**.

As of 02/24/15, **84%** of South Carolina’s SICs are in compliance with state statute.

Report to the Parents Uploads

827 *Reports to the Parents* were uploaded by SC-SIC Member Network users for the 2013-14 school year. This reflects a steady yearly increase in uploads since the function was first initiated in 2010.

421 *Reports* were uploaded to the database for 2010-11; 562 for 2011-12; and 691 for 2012-13. SICs are encouraged to continue to upload their *Reports* after the deadline, so *Reports* for earlier years may continue to be added.

SICs have demonstrated a willingness to share their *Reports* via the *Member Network* database and are strongly encouraged to do so by a majority of the school districts. By mandate, the *Report to the Parents* must be distributed to the community by April 30 of each year; SICs voluntarily upload *Reports* to the *Member Network*.

Reports are available for public viewing via the **View the SIC Members (Read-Only)** link on the *SC-SIC Member Network*. (<https://sic.ed.sc.edu/network/>)

The *Report to the Parents* offers publicly accessible information about what Councils across South Carolina are doing and accomplishing.

Social Media

The SC-SIC Twitter account now has 1,786 followers (up from 1,699 as of 11/21/14). Use of Twitter by SC-SIC provides a communications conduit to education groups and professionals across the country as well as accelerated access to education and civic engagement news, blogs and journal articles on a wide variety of topics, and immediate contact with the community. Media personnel, political figures and key education players in South Carolina and beyond follow @SCSIC and often “retweet” or mention @SCSIC (our Twitter “handle”) in their tweets, continuing to raise our public profile and advancing a key strategic planning goal. Among @SCSIC followers are several educators, political figures, organizations, and media personnel from other states and countries. Also of great use is the accessibility of breaking news obtainable through Twitter lists of media, education outlets and those involved in the South Carolina political landscape.

The SC-SIC Facebook Page has 625 “Likes” (up from 609 as of 11/21/14). Many links to information and articles that are shared on Twitter are also posted here, though less in number due to the real-time posting and faster pace of Twitter. Posts are updated each business day.

It should be noted that each quarter has shown an increase in Facebook and Twitter followers. Social media has proven to be an essential tool in maintaining the SC-SIC public presence and in facilitating information flow.

In the Loop

In the Loop is the latest email blast offering from SC-SIC and replaces the former *Clips and Quips*. It serves to keep SIC members and friends informed of events, dates, news, and other happenings. *In the Loop* is sent to all SIC members and supporters who share their email addresses with us; current and archived issues can be found on the SC-SIC website at <http://sic.sc.gov/publicationsanddownloads/Pages/SC-SICIntheLoop.aspx>.

Council News

The *Council News* electronic newsletters are emailed to all SIC members and friends that share their email address with us. They are posted to the SC-SIC website at <http://sic.sc.gov/publicationsanddownloads/Pages/CouncilNewsandArchives.aspx>.

SC-SIC listserv

At this time the primary SC-SIC listserv of members and friends consists of over 14,600 email addresses. Addresses are deleted by individual request; subscribers are also able to independently leave the list. While exact numbers are not available, judging by the small number of returned emails received we have reason to believe that the great majority of these emails are valid.

Karen Utter, SC-SIC Coordinator of Council Services

Activities related to *Engagement for Outcomes Pilot*

- Three of the four remaining pilot schools graduated in January 2015 (Mauldin Elementary, Fairfield Middle, and Walhalla Middle).
- Developed materials to guide graduating SICs through remainder of year; made presentation of certificates of completion; surveyed SICs for feedback on program.
- Work continued with Wallace Elementary Middle School's SIC on capacity-building to ensure that they will be able to sustain progress on one or more projects after their participation in the pilot program concludes.
- Harbison West, the first school to complete the *Engagement for Outcomes* pilot in June 2014, was a 2015 Riley Award applicant and progressed to the Honor Roll level.
- Will compile results of end-of-program surveys and other data to create report on the pilot with recommendations on how to proceed with next phase of program.
- Continued work in converting materials, tools and research developed for *Engagement for Outcomes* schools into more generic formats for use by all SICs.

SC-SIC Annual Meeting and Share Fair Nation (CEP)

- Assisted in judging first level applications; coordinated meeting and judging of second-level portfolios; attended final round of Riley Award judging in preparation for fully assuming duties of Riley Award coordinator in the coming year.
- Assisted in development of Annual Meeting agenda and securing speakers.
- Serving as volunteer coordinator for Share Fair/STEAMosphere.
- Assisted in walk-throughs and planning of SC-SIC space at River Bluff High School for SC-SIC portion of day; coordinated logistics of SC-SIC meeting with Share Fair/STEAMosphere events.
- With Claudia Parnell, updated CEP website to publicize Share Fair events, produced flyers and other publicity materials, and communicated information about event to likely participants.

New Programs under development

- Dr. Allison Jacques has expressed interest in our proposal to create a pilot program that would assign a small number of volunteer student teachers to local volunteer SICs (such as at schools that are already participating in the College's PDS network). Student teachers would work with SICs on developing, planning, and implementing strategies to increase family engagement in student learning in collaboration with the host school.

- As a first step in developing a training to build capacity of schools (administrators and faculty) to engage effectively with families and to utilize evidence based and best practices to increase family engagement in student learning, SC-SIC has agreed to attend Wallace Elementary-Middle School faculty professional development session in March and will facilitate (1) an inventory of existing family engagement practices, (2) a discussion of how to integrate individual teacher practices using the school's parent liaison as the hub, (3) developing a consensus on how the school defines family engagement, and (4) developing goals and selecting strategies to achieve those goals.
- Development is underway of a district-level goal-setting training for SICs that would cover several of the GTO steps utilized in *Engagement for Outcomes* (how to identify school improvement needs, how to set goals, how to identify or develop strategies to achieve those goals, and how to evaluate results).

Additional

- Completed *Council News* article introducing SICs to use of evidence-based and best practices for school improvement.
- Wrote SIC Spotlight piece highlighting work submitted by Ebinport Elementary SIC.
- Gained permission to adapt and reprint booklet on the role of parents in advocating for their child that was originally developed by school district in Washington State.
- Met with Tom Hudson and Jennifer Morrison, director of the Office of School Transformation at SCDE to discuss role of SICs in Read to Succeed and collaboration/involvement of SC-SIC in the process.
- Developed outline of SC-SIC goals with respect to implementation of Read to Succeed including specific areas where SC-SIC can contribute and areas in which we need support from SCDE to promote involvement of SICs (see attached document).
- Began development of SIC Read to Succeed toolkits – one for elementary school level and one for middle-high school level. Will include fact sheets on law and the role of SICs, guidance on conducting school-specific needs assessments, lists of sources for best practices and research-based programs on family and community engagement in student literacy development.
- Lexington Middle SIC has expressed initial interest in piloting strategies for increasing middle school student interest /motivation in doing more independent reading (in connection with implementation of Read to Succeed).
- Conducted Basics trainings in Jasper; scheduled Basics training in March in Charleston.
- For Tom Hudson, delivered Legislative Advocacy training to SC Education Policy Fellowship class.

