SC-SIC Board of Trustees
Quarterly Meeting Minutes
Friday, May 26, 2017
Via Conference Call

Board Members present: Amelia McKie (Chair); Donna Hooks (Vice Chair); Shari Sebuck (Secretary); James Blassingame, Sallie Cooks, Jason Fulmer, Dora Leonard; Jeff Nicholson.

Staff Members present: Tom F. Hudson, SC-SIC Executive Director; Karen Utter, SC-SIC Coordinator of Council Services; Claudia Parnell, SC-SIC Digital and Web Director.

The meeting was called to order by Ms. McKie at 11:08 a.m.

As a quorum was not present, minutes of the Board's 01/17/17 meeting were not acted upon (subsequently approved by email vote, 06/09/17).

SC-SIC Staff Reports

Mr. Hudson, Ms. Utter, and Ms. Parnell presented highlights from their written reports and took questions from Board members.

Full written reports of SC-SIC staff are included at the end of these minutes.

Old Business

Mr. Hudson and SC-SIC staff provided a recap of the SC-SIC Annual Meeting held in Columbia on 03/18/17. It was reported that participant evaluations were positive with 117 in attendance. Expenditures and revenues for the meeting were discussed, along with various suggestions to assure paid registrations prior to the event.

New Business

Mr. Hudson spoke of SC-SIC funding for the FY2017-18 year, which appears to be sustained at the current level. He also informed the Board of upcoming Board member elections and the need to find new candidates to fill the slots of Gary Alexander (Midlands) and LTC(R) Justin Blum, who will be rolling off the Board due to term limits. Recommendations for Board candidates were solicited, with elections to be held via Doodle Poll during the month of July.

Proposed dates for the Board's first meeting of 2017-18, to be held in Columbia, will also be circulated to Board members by emailed Doodle Poll.

A motion was made to adjourn the meeting by Ms. Sebuck and seconded by Ms. Hooks. The meeting was adjourned at 12:07 p.m.

Respectfully Submitted,
Shari Sebuck, Secretary
SC-SIC Board of Trustees

Tom F. Hudson, SC-SIC Executive Director

<u>**Training**</u>

Year-to-Date 16-17:	**25** sessions statewide, reaching over **800** participants.
	Additionally, three (3) online training modules were videotaped and posted to the SC-SIC website in January/February 2017.
Presentations:	Workshop, "Making an Impact With Male Role Models," scheduled for 06/12/17, for the National Summit of Schools, Communities & Law Enforcement in Columbia.

<u>**Funding**</u>

- For FY17-18, funding appears in both the House and Senate versions of the budget at $127,303 in EIA funds, and $100,000 through USC proviso (a sustained level of funding since FY10-11). The budget conference committee is scheduled to convene in January 2018.

- For the remainder of FY16-17 (ending 06/30/17), SC-SIC's projected fund balance (with staff salaries and fringe removed) as of 05/09/17 stands at $1,712.00 (from EIA and USC sources of $227,303); $550.00 (from SC-EPFP coordination contract of $7,350); and $8,496.00 (SC-SIC's reserve account, which can be carried over).

<u>**Selected Activities**</u>

- Participated in several conference calls relative to SC-EPFP with staff from Institute for Educational Leadership (IEL) and national EPFP.
- Ongoing work in co-coordinating SC-EPFP. Sessions held monthly in Columbia. The FY16-17 class stands at 15, with graduation to be held 06/06/17.
- Attended SCPTA legislative conference, 02/08/17, in Columbia.
- Served again as guest on national internet radio broadcast on Education Talk Radio, 02/16/17, discussing the roles of SICs in local schools.
- Served as judge for SC/NSPRA Rewards for Excellence program, 02/22/17.
- Attended SC/NSPRA winter conference 02/24/17, in Columbia.
- Addressed Lexington-Richland District 5 Irmo Cluster SICs, 03/02/17.
- Attended "Disturbing Schools Summit" hosted by Sen. Mia McLeod, 03/09/17, in Columbia.
- Addressed Richland District 2 Board on roles of SC-SIC and local SICs, 03/14/17.
- Served as judge for Richland District 1 Teacher of the Year, 03/22/17.
- Attended Center for Educational Partnerships directors' meeting, 03/27/17.
- Attended National Summit of Schools, Communities & Law Enforcement coordination meetings on 04/04/17 and 05/02/17.
- Guest lecturer, Dr. Joe Flora's USC College of Education online class for administrative leaders, 04/12/17.
- Attended national EPFP coordinators meeting, 04/21/17 to 04/23/17, in Washington, DC, followed by the national EPFP Washington Policy Seminar, 04/23/17 to 04/26/17.
- Invited attendee, SC Department of Education's ESSA focus group, 05/11/17, Columbia.

Selected Activities (continued)

- Attended Richland District 1 Classified Staff and TOY banquet, 05/18/17.
- Attended, as appointee of SC Superintendent of Education, Southeast Comprehensive Center (SECC) Advisory Board meeting, 05/22/17 to 05/24/17, in New Orleans, LA.
- Assisted with copy preparation for issues of SC-SIC's *In the Loop, Council News* newsletter, and SIC Basics online training modules (videotaped and posted January/February).
- Ongoing work with SC-SIC Business Manager Debra Williams regarding FY16-17 budget.
- Ongoing work on new SC-SIC materials and resources.
- Ongoing work in responding to local SIC inquiries and issues.
- Numerous phone calls, emails, and correspondence.

Upcoming Activities

- Presentation to SCPTA conference 06/10/17, Charleston.
- Presentation and panel discussion, National Summit of Schools, Communities & Law Enforcement, 06/12/17, Columbia.
- Guest lecturer, Dr. Joe Flora's USC College of Education online class for administrative leaders, 06/14/17.
- National School Public Relations Association annual seminar, 07/08/17 to 07/13/17, San Antonio, TX.

Karen Utter, SC-SIC Coordinator of Council Services

Trainings and on-site technical assistance

- Principals' training for Barnwell 29 School District.
- With Tom Hudson, conducted 2 hour Goal Setting Training for four schools in Charleston County School District.
- With Tom Hudson and Claudia Parnell, coordinated logistics, program participants, etc. for 2017 Annual Meeting.

Engagement for Outcomes

Four schools have been accepted into a new session for the upcoming school year:

- Lake Marion High School and Technology Center (Orangeburg 3 School District)
- Edisto High School (Orangeburg 4 School District)
- Sugar Creek Elementary School (Fort Mill Schools, York District 4)
- Kelly Edwards Elementary School (Barnwell 29 School District)

Introductory interviews/visits have been held or are scheduled. Will include recruitment announcement in up-coming Council News -- have capacity to add 3-4 additional schools.

Technical Assistance - Individual Schools

With Dr. Myriam Torres, travelled to Walhalla and attended Walhalla High SICs program that included Myriam's professional development session on Latinos in SC (attended by 200+ area educators!) and a focus group session for Latino parents. Wrote brief summary for Council News on the event.   (Thank you, Myriam, for making this possible and thank you, Dora, for hosting Myriam and me!)

Tools

Completed new tools for local SICs:

- Three 20-minute online training modules on SIC Basics now accessible through SC-SIC website
- Initial set of tools for SICs interested in working on "Read to Succeed Act" related projects are now posted to the SC-SIC website. Will continue to add materials to this page over time.

Family Engagement Text Distribution Program

Book currently offered is by Brad Currie, "All Hands on Deck: Tools for Connecting Educators, Parents, and Communities." This continues to be a popular text that we continue to provide to SICs and districts upon request.

Other Activities

2017 Riley Award for SIC Excellence

- Completed Level 2 and Final Round of Judging
- Coordinated scheduling of Finalist presentations and announcement of winner
- Scheduled visit to Rock Hill Schools' School Board meeting to honor winning SIC

Other Activities (continued)

2017 Riley Award for SIC Excellence

- Completed transcription and distribution of all Level 1 and Level 2 judges sheets
- Working on updating Riley Award Activity Guides to reflect activities undertaken by this year's participants

Collaboration with State Department of Education

- Participated in two-day stakeholder meeting on development of state plan for family engagement in literacy
- Met with staff from Read to Succeed team and submitted additional comments on Plan
- Worked with FACE office to develop and administer survey to districts via Survey Monkey on training needs of Parent Liaisons in state. Have developed tentative scheduled to conduct five joint Parent Liaison training sessions across the state in September 2017

Outreach to District Contacts

- In-person meeting with new Jasper Schools SIC District Contact to answer questions and go through website resources
- Produced issues of *SIC District Contact Digest* for February and May 2017

Professional Development

- Participated in series of dialogues called "Welcome Table SC," hosted by the Office of Diversity and Inclusion at the University of South Carolina. Program model is adapted from one developed by the William Winter Institute for Racial Reconciliation at the University of Mississippi
- Currently in training to become a facilitator for future "Welcome Table" discussions that will branch out into communities in South Carolina
- Enrolled in online summer graduate course through College of Education on effective teaching strategies for African-American students

Claudia Parnell, SC-SIC Digital and Web Director

SC-SIC website

The SC-SIC website, redesigned in 2016, may be viewed at *sic.sc.gov*.

SC-SIC *Member Network*

The total number of SICs falling under laws governing SICs as of 05/18/17 is **1,127**. This figure includes a few schools that have been allowed to convene "joint" SICs.

13,403 SIC members were registered with the *Member Network* as of 05/18/17.

***Report to the Parents* Uploads**

535 *Reports to the Parents* for school year 2016-17 were uploaded to the *Member Network* as of 05/18/17. SC-SIC requests that schools upload their *Reports* by June 1, but they may upload *Reports* at any time. The trend has been for schools to continue to upload *Reports* after the June 1 deadline, so we anticipate an increase in this figure. There is no state mandate to upload *Reports* to the *Member Network*; April 30 is the state-mandated deadline for schools to distribute *Reports* to the greater school community.

733 *Reports to the Parents* for school year 2015-16 were uploaded to the *Member Network* as of 05/18/17; **729** were uploaded for the 2014-15 school year. SICs have demonstrated a willingness to share their *Reports* via the *Member Network* and are strongly encouraged to do so by a majority of the school districts. Again, because schools can upload *Reports* at any time, for any year, this number may increase.

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* offer publicly accessible information about what Councils across South Carolina are planning and accomplishing.

Social Media

The SC-SIC Twitter account now has **2,475** followers (up from **2,389** as of 01/27/17). 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 social media and media professionals from South Carolina and 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.

Social Media (continued)

The SC-SIC Facebook Page has **775** "Likes," up from **747** as of 01/27/17. 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.

Facebook, like Twitter, serves to increase our search engine rankings, or SEO, (Search Engine Optimization), again advancing our public profile. Social media has proven to be an essential tool in maintaining the SC-SIC public presence and in facilitating information flow.

In the Loop (periodic updates for SIC members and friends; delivered via email) **-** *In the Loop* is the email blast offering from SC-SIC. 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/Pages/IntheLooparchives.aspx.*

Council News (SC-SIC Newsletter; delivered via email) **-** The *Council News* electronic newsletter is emailed to all SIC members and friends that share their email address with us. Current and archived editions are posted to the SC-SIC website at *http://sic.sc.gov/Pages/CouncilNewsarchives.aspx.*

DC Digest (quarterly newsletter for SIC District Contacts; delivered via email) - *DC Digest* is designed to provide SIC District Contacts with timely information about new materials, upcoming events, suggested strategies for working with SICs, and reminders of upcoming SIC deadlines. Current and archived editions are posted to the SC-SIC website at *http://sic.sc.gov/Pages/SICDistrictContactDigest.aspx.*

SC-SIC listserv - At this time the primary SC-SIC listserv of members and friends consists of approximately **19,367** email addresses. Addresses are deleted by individual request; subscribers are also able to independently leave the list.

Other listservs - SC-SIC also maintains listservs for school principals, SC-EPFP graduates and friends, SIC Chairs, SIC District Contacts, and SC school superintendents.