

SC-SIC Board of Trustees Meeting
Quarterly Meeting Minutes
February 12, 2021
Via Zoom

Board Members Present: Mary Anne Byrd (Secretary), Dora Leonard (Past Chair), Jessica Adamson, Rose Choice, Clara Heinsohn (joined after the minutes were approved), Carol Hill, Trevor Ivey, King Laurence and Shari Sebuck.

Staff Member Present: Tom F. Hudson, SC-SIC Executive Director

Although a quorum was not present, the meeting was called to order by Ms. Byrd at 11:07 am.

Approval of the Board's Minutes: A motion to approve the minutes as submitted from the December 2, 2020, meeting was made by Mr. Laurence and seconded by Ms. Hill. Those in attendance voted to approve the minutes. [Subsequently approved 02/13/21]

Review of Staff Reports: Mr. Hudson provided highlights of his report. Of note were SIC virtual training sessions and the upcoming SC-SIC virtual awards ceremony.

Mr. Hudson also shared items from the reports of SC-SIC Associate Director Karen Utter and SC-SIC Digital and Web Director Claudia Parnell.

Full versions of these three staff reports are included with these minutes.

Old Business: Mr. Hudson said that the funding for SC-SIC in the Governor's budget is the same as it has been for 10 years. A request for an additional \$100,000 that was made to the Education Oversight Committee was not included. The Board discussed various ideas for promoting an increase in funding.

Mr. Hudson said that Ms. Utter will be in contact with persons who will serve as judges for the Riley Award Level Two process. Mr. Hudson will also be in touch with Board members about the selection of the SIC Advocate of the Year and the Award of Merit for *SIC Report to the Parents* Excellence.

New Business: Mr. Hudson said that most of the SC-SIC committees are well populated, and several will be meeting virtually soon. He further discussed the upcoming virtual awards ceremony, which will likely be in the range of two hours with the finalists sharing information about their work. He will need to determine which platform will be used. He also mentioned that we did eventually have a quorum present.

Adjournment: There being no additional business before the Board, a motion was made by Clara Heinsohn and seconded by Rose Choice to adjourn the meeting at 11:46 am.

The next SC-SIC Board meeting will be May 14 at 11:00 am via Zoom.

Respectfully submitted,

Mary Anne Byrd

Mary Anne Byrd
SC-SIC Board Secretary

Tom F. Hudson, SC-SIC Executive Director

Trainings

To Date 2020-21: 25 virtual training sessions conducted; 475+ participants.

Scheduled: 03/03/21, Converse College (Hudson).

Selected Activities

- Medical leave, 01/04/21 to 01/25/21, due to COVID-19.
- Participated in several conference calls relative to SC-EPFP with staff from Institute for Educational Leadership (IEL) and national EPFP.
- Preparations for upcoming SC-EPFP virtual sessions.
- Participated in numerous meetings and conference calls related to the Carolina Family Engagement Center (CFEC) grant, to include leadership team, budget, and partnership meetings.
- Participated in monthly meetings of the SEL4SC Board.
- Attended various virtual legislative meetings of SC House of Representatives and SC Senate committees.
- Ongoing work in preparing copy for materials and e-publications (SC-SIC and CFEC), to include web and social media postings.
- Recorded third installment of *SIC180*, 12/23/21.
- Ongoing work in providing technical assistance by telephone and email.
- Attended UofSC College of Education (CoE) All College Retreat and Staff Meeting, 01/08/21.
- Attended UofSC CoE Administrative Council meeting, 01/27/21 and 02/24/21.
- Attended SCDE webinar on Federal ESSER funding, 02/10/21.
- Attended Sumter County Schools Social-Emotional Learning Committee, 02/11/21.
- Attended State Board of Education Accountability Task Force meeting, 02/23/21.

Upcoming Activities Scheduled to Date

- SC-EPFP monthly session (virtual), 02/26/21.
- Videoing new installment of *SIC180*, February TBD.
- State Board of Education Accountability Task Force, March TBD.
- Riley Award Level Two and Finalist Level Judging (Virtual), February/March TBD.
- SC-SIC Annual Meeting (Virtual), April TBD

Karen Utter, SC-SIC Associate Director

Carolina Family Engagement Center (CFEC)

- Oversaw all CFEC partnerships and activities.
- Two additional schools are joining CFEC's cohort of partner schools, increasing the number served to 27. Provided continued technical assistance to Regional Liaisons as they work to build capacity of SICs in their regions.
- Teacher and Parent Leader Partner Programs ongoing.
- Serving on coalition led by First Steps and including SC-SIC to work with Education Commission of the States on developing common infrastructure to support family engagement in the transition to kindergarten.
- Completed development of training for principals on building inclusive family engagement in partnership with Family Connection of SC. Training will be available virtually to districts at no charge.
- Worked in collaboration with SC-SIC and Terry Pederson to develop draft framework for SICs to use in generating parent and community voice to inform district decisions regarding plans to spend COVID-19 relief funds.

Trainings and On-site Technical Assistance

SIC Trainings, Presentations, and Facilitations (completed)

- Delivered SIC Basics training virtually to Congaree Elementary SIC members during their regular monthly meeting. (January 2021).
- Delivered virtual trainings to Richland One Eau Claire cluster and Keenan cluster on the role of the SIC Chair. (January 2021). Have been invited to present same training for Columbia High and CA Johnson clusters in February.
- Scheduled to deliver virtual SIC Basics training to Tanglewood Middle SIC (Greenville) in March.

Awards and Annual Meeting

Riley Award

- Coordinated judging process for Level One and notified all participants of Level One results. Seven (7) applications scoring 85 points or higher placed on the 2021 SC-SIC Honor Roll.
- Began pre-review of Level Two binders as they arrived in the office (deadline is February 10). Level Two judging will be conducted virtually this year. We are scheduled to announce the five (5) finalists on or before March 10, 2021.

Other Activities

- Served as judge for the SCDE state Teacher of the Year process. (February)

Claudia Parnell, SC-SIC Digital & Web Director

SC-SIC and CFEC websites

The SC-SIC website at *sic.sc.gov* continues to do an excellent job of providing information to the public. Staff members frequently receive comments on the thoroughness of the provided material and ease of navigation. The is hosted by SC.GOV, the hosting agency for South Carolina state government agencies.

SC-SIC Member Network

As of 02/05/21, the total number of SIC members was **12,040**. This figure includes some schools, such as career and early childhood centers, that are not mandated to convene SICs but choose to do so. More schools may report their membership going forward. Aggregated numbers of SIC members have averaged between 11K+ - 12K+ for the past five years.

The total number of SICs falling under laws governing School Improvement Councils as of this same date was **1,134**. This figure includes some schools that have been allowed to convene “joint” SICs.

Schools can report after the statutory November 15 deadline. However, if the membership is not fully reported by January 1 each year, the school’s SIC is assigned a “Not Reported” or a “Reported, Non-Compliant” designation.

The *Member Network* is reset each July 1 to allow for new SIC membership reporting. For security reasons, all user accounts are deactivated on this date and new passwords must be issued.

SIC Report to the Parents Uploads

768 *Reports to the Parents* for the 2019-20 school year were uploaded to the *Member Network* as of 02/05/21. Schools will be able to upload their SICs’ *Reports* to the *Member Network* database beginning April 1. SC-SIC requests that schools upload *Reports* by June 1 annually. There is no state mandate to share *Reports* to the *Member Network*; April 30 is the mandated deadline for schools to distribute *Reports* to the greater school community. School districts are supportive of this initiative and encourage schools to share their SICs’ *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 *SIC Report to the Parents* offers publicly accessible information about what Councils across South Carolina are planning and accomplishing. A toolkit and template are accessible on the SC-SIC website to assist Councils in developing their *Reports*; instructions for uploading the file are also available.

Social Media

The SC-SIC Twitter account currently has **3,006** followers. 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 many educators, political figures, organizations, social media influencers, and media professionals from South Carolina, other U.S. 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 account has been active since August 2009.

The ongoing SC-SIC Facebook Page has **1,047** “Likes.” Many links to information and articles that are shared on Twitter are also posted here, though less in number. As with the Twitter account, it has been active since August 2009.

The Facebook and Twitter pages each increase our search engine rankings, or SEO, (Search Engine Optimization), and in so doing advance our public profile and outreach. Social media has proven to be an essential tool in maintaining the SC-SIC public presence and in facilitating information flow.

In June 2018 the SC Education Policy Fellowship Program (SC-EPFP), facilitated by SC-SIC, relaunched its social media program. Its Twitter handle is @PolicySc and to date the account has **403** followers. SC-EPFP's Facebook page has **108** “Likes.”

SIC 180 (video updates for SIC members and friends; delivered via Facebook)

Recorded by and from SC-SIC Executive Director Tom F. Hudson, *SIC 180* is an effort to reach out to the SIC community and share information in a video format. There is a link to the video on the SC-SIC website at <https://sic.sc.gov/>, but you will need to scroll down the Facebook feed to find it.

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 <https://sic.sc.gov/sic-information/council-news-electronic-letter>.

SC-SIC listserv

The primary SC-SIC listserv of members and friends was recently purged of email addresses older than 2015. It now consists of **16,316** subscribers. 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, SIC members only, SC-EPFP graduates and friends, School Improvement Council Chairs, SIC District Contacts, and SC school superintendents.