

**SC-SIC Board of Trustees Meeting
Quarterly Meeting Minutes
Friday, February 28, 2020
Via Conference Call**

Board Members Present: Dora Leonard (Chair), Bob Grant (Vice Chair), Mary Anne Byrd (Secretary), Amelia McKie (Immediate Past Chair), Jessica Adamson, Shannon Bedenbaugh, Rosemary Choice, Stewart Cooner, Sallie Cooks, Trevor Ivey, Jeff Nicholson, and Shari Sebuck.

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

A quorum being present, the meeting was called to order by Ms. Leonard at 11:01 a.m.

Minutes of the Board's November 22, 2019, meeting were approved as submitted (motion made by Ms. Sebuck; seconded by Mr. Cooner).

Review of Staff Reports: Mr. Hudson provided an overview of his report, as well as those of SC-SIC Associate Director Karen Utter and SC-SIC Digital and Web Director Claudia Parnell. The full reports are included as part of these minutes. Board members asked for additional details on SICs not reporting to the SC-SIC Member Network as well as social media outreach goals.

Old Business: The SC-SIC Annual Meeting will be held on Saturday, April 4 at the SC State Museum in Columbia from 9 a.m. to 3 p.m. Registration forms and the preliminary agenda has been posted to the SC-SIC website. The registration fee had to be raised from \$30 to \$35 to cover increased food costs. Mr. Hudson reported that SC-SIC funding remains the same in the House budget. He had a good meeting with Dean Pedersen (who sends regrets for not being on call) and Associate Dean Tommy Hodges. They assured Mr. Hudson that if the office has a dire circumstance (i.e.: copier/printer needing to be replaced), UofSC College of Education will help.

New Business: Mr. Hudson said that he has received a few recommendations for the SIC Advocate of the Year Award. Nominations are still be accepted, and a selection will be made soon by the Awards/Conference Committee. Ms. Leonard and SC-SIC staff are reviewing *SIC Reports to the Parents* for the *SIC Report to the Parents* Award to be presented at the Annual Meeting.

Mr. Hudson said that the idea of recognizing principals who have been supportive of SICs will be considered for next year. He will work with SIC District Contacts to put together an honor roll list of principals.

Adjournment: There being no additional business before the Board, a motion was made by Mr. Ivey and seconded by Ms. Sebuck to adjourn the meeting, which was approved at 11:36 a.m.

Next Board Meeting: Friday, May 22, 2020; Location: TBD.

Respectfully submitted,

Mary Anne Byrd

Mary Anne Byrd, Secretary, SC-SIC Board of Trustees

REPORT TO THE BOARD

02/28/20

Tom F. Hudson, SC-SIC Executive Director

Trainings

Totals 2018-19: 32 training sessions reaching approximately 800 participants
Completed to Date 2019-20: 23 training sessions (SIC Basics, SIC Leadership, SIC District Contacts);
400+ participants

Selected Activities

- 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's 2019-20 cohort, composed of 17 Fellows with monthly sessions scheduled through June 2020.
- 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 the hiring committee for fifth CFEC Regional Family Engagement Liaison.
- Ongoing work in preparing copy for SC-SIC materials and e-publications.
- Ongoing work in providing technical assistance by telephone and email.
- Guest speaker, Chapin Elementary SIC (District Five of Lexington-Richland) meeting, 12/11.
- Conference call with Board Outreach/Advocacy Committee, 01/08.
- Attended All College Meeting 01/10.
- Attended Riley Institute Wilkins Award dinner, 01/14.
- Met with CoE Dean Jon Pedersen and Associate Dean Tommy Hodges regarding SC-SIC funding, 01/22.
- Attended UofSC College of Education (CoE) Administrative Council meetings, 01/29 and 02/24.
- Attended Riley Institute Diversity Leaders Initiative reception 01/29.
- Attended Richland District Two Business and Education Alliance breakfast, 01/30.
- Assisted with Awards/Conference Committee 2020 Riley Awards judging, 02/14.
- Made diploma presentation on behalf of SC-EPFP before Greenwood 50 Board of Education, 02/17.
- Attended Kershaw County School District's State of the District breakfast, 02/21.
- Attended a number of House and Senate committee/subcommittee meetings relative to education and FY20-21 funding.

Upcoming Activities Scheduled to Date

- Meeting with Dean Pedersen and UofSC governmental affairs staff relative to SC-SIC funding, TBD.
- Center for Educational Partnerships workshop and meeting, 03/05.
- With SC-EPFP, quarterly state coordinators meeting and Washington Policy Seminar, 03/20 – 03/25, in Washington, DC.
- SC-SIC Annual Meeting, 04/04.

Carolina Family Engagement Center (CFEC)

- Oversaw all CFEC partnerships and activities
- Met monthly with Hyatt Park Elementary SIC in support of CFEC Partnership -- laid foundation for SIC work on family engagement planning, implementation and evaluation at their school.
- Provided continued technical assistance to Regional Family Engagement Liaisons as they work to build capacity of SICs in their regions through attending SIC meetings and working with principals and individual school-level educators. (Anderson 2-- working to increase frequency of meetings to monthly; Chester, Richland One, Clarendon 2 -- working to build membership and assisting schools in planning nominations and elections for the coming school year).

Trainings and On-site Technical Assistance

SIC Trainings, Presentations, and Facilitations (completed)

- Hand Middle School: Delivered presentation at school's Super Saturday for Parents event on opportunities for parents to engage in shared decision making and advocacy through SIC. (December 2019)
- Estill Middle School: Delivered presentation on understanding the SC School Report Card.

Awards and Annual Meeting

Riley Award

- Assisted in coordinating Level One and Level Two judging
- Finalists for 2020 Riley Award are due to be announced by Monday March, 2

Engagement for Outcomes

- Facilitated discussion of needs/strengths with SIC members at first session of Engagement for Outcomes at York Comprehensive High School.

Claudia Parnell, SC-SIC Digital and Web Director

SC-SIC and CFEC Websites

The SC-SIC website at <https://sic.sc.gov> and the Carolina Family Engagement Center (CFEC) website at <https://cfec.sc.gov> continue 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. Both sites are hosted by SC.GOV, the hosting agency for the SC-SIC site and South Carolina state government agencies. SC-SIC and CFEC have pages on the UofSC's website that point to their primary websites.

SC-SIC Member Network

As of the statutory reporting deadline of November 15 annually, the total number of SIC members is **12,463**. This figure includes SIC members at some schools, such as career and early childhood centers, that are not mandated to convene SICs but choose to do so. The total number of SICs falling under laws governing School Improvement Councils as of this date was **1,141**. This figure includes some schools that have been allowed to convene "joint" SICs. Of these schools, **975** are in full compliance with state law (including reporting by the deadline), **73** are indicated as being Reported, Not Compliant (i.e., the school reported the SIC membership but did not fully update the membership, and/or the SIC does not meet statutory guidelines such as member composition), and **93** did not report at all. Schools can report after the November 15 deadline. If the membership is not fully reported by January 1, 2020, the school's SIC is assigned a "Not Reported" or a "Reported, Non-Compliant" designation. The *SC-SIC 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

765 *SIC Reports to the Parents* for the 2018-19 school year were uploaded to the *Member Network* as of 02/20/20. SC-SIC requests that schools upload their *Reports* by June 1 annually, but they may add files at any time. There is no state mandate to share *Reports* to the *Member Network*; April 30 is the state-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*. Schools may begin uploading their 2019-20 *SIC Reports to the Parents* after April 1, 2020. 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 SICs across South Carolina are planning and accomplishing. A toolkit and template are accessible on the SC-SIC website to assist them in developing their *Reports*; instructions for uploading the file are also available.

Social Media

The SC-SIC Twitter account has **2,992** followers (up from **2,980** as of 02-20-20). 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.

The SC-SIC Facebook Page has **954** "Likes" (up from **934** as of 02-20-20). 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. In June 2018 the SC Education Policy Fellowship Program (SC-EPFP), coordinated by SC-SIC Executive Director Tom Hudson, relaunched its social media program. Its Twitter handle is @PolicySc and to date the account has **334** followers. SC-EPFP's Facebook page has **94** "Likes" to date. Followers and "Likes" have both grown since 11-22-19. CFEC has begun its social media initiative with Facebook, Twitter, and Instagram accounts. To date, there are **139** Twitter followers, **89** Facebook "Likes," and **110** Instagram followers. CFEC Regional Family Engagement Liaisons develop Instagram content and contribute to Facebook and Twitter posts.

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>.

DC Digest (quarterly newsletter for SIC District Contacts; delivered via email)

DC Digest is designed to provide our 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 of *DC Digest* may be found on the SC-SIC website at <https://sic.sc.gov/sic-information/schools-districts/sic-district-contact-digest>.

SC-SIC Listserv

Currently the primary SC-SIC listserv of members and friends consists of **24,000+** 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, SIC members only, SC-EPFP graduates and friends, School Improvement Council Chairs, SIC District Contacts, and SC school superintendents. Listservs specific to CFEC will be developed as needed.