

**SC-SIC Board of Trustees Meeting**  
**Quarterly Meeting Minutes**  
**May 20, 2022**

**Via Zoom**

**Board Members Present:** Bob Grant, Chair; Dora Leopard, Immediate Past Chair; Jessica Adamson; Stewart Cooner; Ellen Hamilton; Clara Heinsohn; Carol Hill; Trevor Ivey; King Laurence.

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

With a quorum present, Mr. Grant called the meeting to order at 11:05AM.

**Approval of the Board's Minutes:** A motion to approve the minutes as submitted from the 02/16/22 meeting was made by Mr. Cooner, seconded by Ms. Heinsohn, which was approved unanimously.

**Review of Staff Reports:** Mr. Hudson provided highlights of his report. His full report is included with these minutes.

Mr. Hudson provided an overview of the report of SC-SIC Associate Director Karen Utter. Her full report is included with these minutes.

Mr. Hudson provided an overview of the report of SC-SIC Digital and Web Director Claudia Parnell. Her full report is included with these minutes.

**Old Business:** (1) The level of SC-SIC funding is the same this year as the previous year. The Associate Dean of Finance for the College of Education is working with Mr. Hudson on the SC-SIC budget. During an initial review, additional unspent funds were identified. (2) The SC-SIC Virtual Awards Ceremony 04/30/22 went well and was well attended. (3) Mr. Hudson provided a review of the Board exercise from 02/16/22. Comments were provided on the suggestions from the exercise, and some activities have already been completed.

**New Business:** (1) Regarding Board member elections, the Class of 2022 has four members rolling off the Board due to term limits: Sallie Cooks, Dora Leonard, Shari Sebeck, and Thessa Smith. An additional two Board slots will need to be filled by the incoming Board Chair for 22-23. Mr. Hudson requested that each Board member provide at least one name for consideration for election to the Board for the Class of 2025. (2) Additional items of discussion included the content of a recent meeting of the Executive Committee.

Ms. Adamson suggested that during each future meeting of the SC-SIC Board of Trustees one SC-SIC Board Member provide a spotlight of himself or herself in order to facilitate board camaraderie.

The next board meeting will be held in the fall. The date and location to be determined.

**Adjournment:** There being no further business, a motion was made by Mr. Cooner, seconded by Ms. Heinsohn to adjourn, which was approved unanimously. The meeting was adjourned at 12:23PM.

Respectfully prepared and submitted,

*Stewart Cooner,*

Member, SC-SIC Board of Trustees  
on Behalf of Mary Anne Byrd, SC-SIC Board Secretary

**Trainings**

**To Date 21-22:** 22 virtual training sessions conducted on SIC Basics (17), SIC Leadership (3), SIC Overview (1), and SIC District Contacts (1); 1 in-person training session on SIC Overview (1), for 550+ participants.

**End of Year 20-21:** 30+ virtual training sessions conducted; 500+ participants.

**Selected Activities**

- Participated in several conference calls relative to the SC Education Policy Fellowship Program (SC-EPFP) with staff from Institute for Educational Leadership (IEL) and national EPFP.
- 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.
- Participated in monthly Administrative Council meetings of UofSC College of Education.
- Participated in periodic meetings of CoE Organizational Review Committee.
- Attended quarterly virtual Schools Network/Governor's Council on Physical Fitness meetings.
- Attended several executive board meetings of SC Chapter of the National School Public Relations Association (SC/NSPRA).
- Ongoing work in preparing copy for materials and e-publications (SC-SIC and CFEC), to include web and social media postings, as well as media releases of 2022 SC-SIC awards.
- Ongoing work in providing technical assistance by telephone and email.
- Participated in "Read Across America" activities at Rhame ES (Richland 1), 03/03/22.
- Attended Richland 2 Partnership Summit, 03/1/22.
- Prepared latest edition of *SIC180*, 04/14/22.
- Convened virtual Riley Award finalist panel judging, 04/25/22.
- Hosted 2022 SC-SIC Virtual Award Ceremony, 04/30/22.
- Coordinated SC House of Representatives presentation to SC-SIC for 45 years of service, 05/03/22.
- Coordinated monthly sessions of SC-EPFP, 03/20/22 to 03/23/22 Washington Policy Seminar; 04/15/22; 05/13/22.

**Upcoming Activities Scheduled to Date**

- SC-EPFP Graduation, 06/10/22.
- State Board of Education Accountability Task Force, TBD.
- SIC trainings as listed above.
- Coordinating with various local school boards presentations of SC-SIC awards for 2021.

**Carolina Family Engagement Center (CFEC)**

- Oversaw all CFEC partnerships and activities.
- Work continues with SICs at 28 partner schools.
- CFEC Parent Leadership Partner Program will conclude with graduation in June. Several graduates indicated interest in serving on their School Improvement Councils. CFEC will work on expanding access to this program through Train the Trainer sessions this summer for individuals interested in facilitating the program for parents in their school/community.
- CFEC launched Community Family Resource Centers at 7 sites at the end of March 2022. Eight additional sites are under development. CFEC will produce a toolkit for SICs interested in creating a Community Family Resource Center in their school community.
- CFEC co-sponsored 4 regional family engagement trainings focused on SEL and mental health resources for school-level family engagement liaisons across the state.
- CFEC has submitted a proposal to extend CFEC funding beyond the 5-year grant period ending 09/30/23. No word yet on when awards will be announced by the USDE.
- SCDE has awarded CFEC over \$300,000 to develop and distribute SEL family activity kits and to develop and pilot the first phase of an SEL curriculum on how families can support their children's SEL development.
- CFEC's Latino Stakeholder Advisory Group has sponsored development and piloting of a Language Simulation training for school staff and is completing work on a Guide for School Districts on translation and interpretation for Limited English Proficient parents.
- CFEC completed new publication – Stakeholder Stories – that features the stories of different types of stakeholder members serving on local School Improvement Councils.

**Trainings and On-site Technical Assistance**

**SIC Trainings, Presentations, and Facilitations (completed)**

- Delivered virtual Basics training to Columbia High School SIC on 02/21/22.
- Delivered virtual SIC training for principals and SIC chairs in Clarendon 2 school district on 03/10/22.
- Delivered virtual SIC Chairs training for Clarendon 2 school district on 04/13/22.

**Awards and Annual Meeting**

**Riley Awards**

- Prepared Level 2 applications for review by judges. Attended virtual awards ceremony for Riley finalists/winner on 04/30/22.

### **SC-SIC Website**

The SC-SIC website at *sic.sc.gov* continues to provide comprehensive information to the public. Staff members frequently receive comments on the thoroughness of the provided material and ease of navigation. The site is hosted by *https://sc.gov/*, the hosting agency for South Carolina state government agencies.

### **SC-SIC Member Network**

As of 12/01/21, the total number of SIC members is **12,497**. This figure includes some schools, such as career and early childhood centers, which are not mandated to convene SICs but choose to do so. The deadline to submit SIC membership information to SC-SIC is November 15 annually.

The total number of SICs reported by the school districts is currently **1,144**. This figure includes some schools that have been allowed to convene “joint” SICs; those schools are counted as one school. Schools can report after the statutory November 15 deadline. However, if the membership is not fully reported by January 1, 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**

**900** *Reports to the Parents* for the 2020-21 school year were uploaded to the *Member Network* as of 05/17/22. Schools can upload their SICs’ *Reports* to the *Member Network* database beginning March 1 of each year. SC-SIC requests that schools upload *Reports* by June 1. So far, **732** *Reports* have been uploaded for 2021-22. 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 SIC reporting initiative and encourage SICs to share their *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* at <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. SC-SIC began recognizing outstanding *Reports* in 2019.

For 2022, SC-SIC awarded the Saxe Gotha Elementary SIC the *Award of Merit for SIC Report to the Parents Excellence*. The Award was acknowledged during the virtual awards ceremony held April 30, 2022. The winning *Report* is available for viewing online [here](#). The virtual award ceremony can be viewed in its entirety [here](#).

### **Social Media**

The SC-SIC Twitter account currently has **3,076** 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, podcasts, 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 account has been active since August 2009.

The ongoing SC-SIC Facebook Page has **1,097** “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.

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 **459** followers. SC-EPFP’s Facebook page has **131** “Likes” and **137** individuals and organizations that follow the page.

### **SIC180 (video updates for SIC members and friends; delivered via Facebook)**

Recorded by and from SC-SIC Executive Director Tom F. Hudson, *SIC180* is an effort to reach out to the SIC community and share information in a video format. In the latest episode, Mr. Hudson salutes this year's five Riley Award finalists and shares info on the *SIC Report to the Parents*. Please find the link to the video on the SC-SIC website at <https://sic.sc.gov/>; 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 over **20,000** subscribers.

### **Other listservs**

SC-SIC also maintains listservs for public school principals, SC-EPFP graduates and friends, School Improvement Council Chairs, SIC District Contacts, and SC school superintendents.