

**SC-SIC Board of Trustees Meeting**  
**Quarterly Meeting Minutes**  
**May 27, 2020**  
**Via Zoom Meeting**

Board Members Present: Dora Leonard (Chair), Mary Anne Byrd (Secretary), Shannon Bedenbaugh, Rosemary Choice, Stewart Cooner, Carol Hill, Trevor Ivey, Shari Sebuck, and Thessa Smith.

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

A quorum being present, the meeting was called to order by Ms. Leonard at 11:05 a.m. Minutes of the Board's February 28, 2020, meeting were approved as submitted (motion made by Mr. Cooner and seconded by Ms. Choice.)

Review of Staff Reports: Mr. Hudson provided highlights of his report. He noted the cancellation or postponement of numerous events due to the pandemic, most notably the SC-SIC Annual Meeting scheduled for April 4. He stated that he hosted the virtual announcement of this year's SC-SIC award winners on Facebook on May 1; the video was viewed over 4,000 times to date.

Mr. Hudson also highlighted the staff reports of SC-SIC Associate Director Karen Utter and Digital & Web Director Claudia Parnell.

These reports are included in their entirety as part of these minutes.

Old Business: Mr. Hudson mentioned that there was a timing decision associated with canceling the annual meeting. Refunds are being given for those who had already paid. He said that in-person presentations of annual SC-SIC awards will be made at local school board meetings once that is appropriate.

Additionally, he stated that the Board has discussed SC-SIC's funding in the past. Currently, a continuing resolution is in place to continue state budgets from 2019-20. The General Assembly will come back in September and is expected to pass a budget at that time. He said that other states have already talked about significant cuts such as 20% to state budgets, but that level of cuts – if any – have not yet been discussed in South Carolina.

The Board discussed SC-SIC funding and the need to mobilize in support of SC-SIC once the budget situation is in focus.

New Business: Virtual meetings may need to be used for local SICs in the coming school year, especially as the comfort level for these technology tools has increased for many people during the pandemic. In looking toward upcoming SC-SIC Board elections, four(4) Board members individuals in the Class of 2020 are eligible for re-election if they desire: Jessica Adamson, Shannon Bedenbaugh, Robert Grant, and Trevor Ivey. Jeff Nicholson cannot serve again due to term limits. After Board member elections in July, the Board will need to hold officer elections. Ms. Leonard has served two terms as SC-SIC Board Chair, so she cannot serve in that role again due to term limits. Anyone who is interested in serving as an officer next school year should let Mr. Hudson know.

Adjournment: There being no additional business before the Board, a motion was made by Ms. Sebuck and seconded by Dr. Ivey to adjourn the meeting, which was approved at 11:49 a.m.

Respectfully submitted,

*Mary Anne Byrd*

Mary Anne Byrd, APR  
SC-SIC Board Secretary

**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. Due to COVID-19, SC-EPFP sessions for April and May were cancelled. The annual Washington Policy Seminar was changed to a two-day virtual program in March.
- Participated in numerous meetings and conference calls related to the Carolina Family Engagement Center (CFEC) grant, to include leadership team, budget, and partnership meetings. Attended numerous weekly virtual "drop-ins" and information sessions with CoE Dean Jon Pedersen.
- Attended several House and Senate committee/subcommittee meetings relative to education and FY20-21 funding.
- Ongoing work in preparing copy for SC-SIC materials and e-publications.
- Ongoing work in providing technical assistance by telephone and email.
- Numerous emails, web postings, and social media posts regarding local SIC procedures during COVID-19 shutdowns.
- Served as guest reader at Rhame Elementary (Richland One) as part of Read Across America, 03/09.
- Served as co-emcee for CFEC Virtual Talent Shows, 04/10 and 04/16.
- Coordinated virtual meeting of Riley Award finalist selection panel, 04/16.
- Attended CoE All College Virtual Meeting, 04/28.
- Attended UofSC College of Education (CoE) Administrative Council virtual meetings, 03/25, 04/22, and 05/20.
- Attended Richland District Two Business and Education Alliance virtual meeting, 04/30.
- Hosted virtual Facebook announcement of the 2020 SIC Report to the Parents Award of Excellence (Chandler Creek Elementary SIC), 2020 SIC Advocate of the Year (Dr. Luanne Kokolis), and winner of the 2020 Riley Award for SIC Excellence (Chapin Middle SIC), 05/01.
- Assisted with Spartanburg District 3 Teacher of the Year interviews and selection, 05/19.

**Upcoming Activities Scheduled to Date**

- Preparation and distribution of *Council News* electronic newsletter.
- EPFP virtual meetings regarding WPS 2021 planning (05/27) and recruitment strategies (05/28).
- CFEC virtual retreat, 06/01 and 06/02.
- SC-EPFP virtual session (?) 06/12. Discussions regarding remaining 2019-20 schedule and graduation

**Carolina Family Engagement Center (CFEC)**

- Oversaw all CFEC partnerships and activities.
- Provided continued technical assistance to Regional 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.
- Liaisons have successfully encouraged a number of CFEC partner schools to hold one or more virtual meetings since schools closed.
- Regional Liaisons will be working over the summer to prepare partner schools for fall SIC elections.

**Trainings and on-site technical assistance**

SIC Trainings, Presentations, and Facilitations (completed)

- Suspended during school closures

**Awards and Annual Meeting**

*Riley Award for SIC Excellence*

- Transcribed and transmitted judges' score sheets from Levels 1 & 2 to all Riley Award applicants

**Engagement for Outcomes – York Comprehensive High SIC (York 1)**

- Facilitated one in-person meeting prior to school closure where SIC members came to consensus on two areas of focus.
- Attended one virtual SIC meeting to help SIC prep for fall elections.
- Co-wrote proposal to York County United Way for funding of a financial literacy program that would include services for York Comprehensive High School.

## REPORT TO THE BOARD

05/27/20

Claudia Parnell, SC-SIC Digital and Web Director

### SC-SIC and CFEC websites

The SC-SIC website at *sic.sc.gov* and the Carolina Family Engagement Center (CFEC) website at *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 University of South Carolina's website that point to their primary websites.

### SC-SIC Member Network

As of 05/20/20, the total number of SIC members was **12,651**. This figure includes 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 same 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. However, if the membership is not fully reported by 01/01/20, 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

**776** *Reports to the Parents* for the 2018-19 school year were uploaded to the *Member Network* as of 05/20/20; **201** for the 2019-20 school year had been uploaded by the same date. 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*.

*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 **3,000** followers (up from **2,992** 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.

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 **1015** “Likes,” up from up from **954** 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.

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 **361** followers. SC-EPFP’s Facebook page has **96** “Likes” to date. Followers and “Likes” have both grown since 09/20/19.

CFEC has begun its social media initiative with Facebook, Twitter, and Instagram accounts. To date, there are **185** Twitter followers, **114** Facebook “Likes,” and **110+** Instagram followers. As with SC-SIC and SC-EPFP, these metrics have consistently grown each quarter. CFEC Regional Liaisons and interns 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 *In the Loop* 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.