

SC-SIC Board of Trustees Meeting
Quarterly Meeting Minutes
October 27, 2021
Via Zoom

Board Members Present: Bob Grant (Chair), Mary Anne Byrd (Secretary), Dora Leonard (Past Chair), Stewart Cooner, Ellen Hamilton, Clara Heinsohn, Carol Hill, King Laurence, Lashonda McFadden, Shari Sebuck, and Thessa Smith.

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

With a quorum present, Mr. Grant called the meeting to order at 11:04 a.m.

Introduction of New Members: Mr. Hudson introduced the two newly elected SC-SIC Board members: Ellen Hamilton (Pee Dee) and Lashonda McFadden (Midlands).

Approval of the Board's Minutes: A motion to approve the minutes as submitted from the May 14, 2021, meeting was made by Mr. Cooner and seconded by Ms. Heinsohn. The minutes were approved unanimously.

Recognition of Outgoing Board Members: Mr. Hudson recognized two Board members who are rotating off the SC-SIC Board and thanked them for their service: Rose Choice (CSRA), and Bonnie King (Pee Dee).

Announcement of Board Officers: Mr. Hudson said that the Board's officers were re-elected to a second term for 2021-22: Bob Grant (Midlands), Chair; Sallie Cooks (CSRA) Vice Chair; and Mary Anne Byrd (Upper Central), Secretary.

Review of Staff Reports: Mr. Hudson provided highlights of his report. He was pleased with the 11 virtual trainings that have been held to this point including sessions for SIC District Contacts, on "SIC Basics," and on "SIC Leadership." He said that in-person trainings help to build relationships but virtual one's help provide access where travel would not be possible. His full report is included as part of these minutes.

Mr. Hudson also provided an overview of Associate Director Karen Utter's work. She has been working with 30 partner schools with the Carolina Family Engagement Center (CFEC). CFEC and SC-SIC are jointly issuing an information and discussion guide for SICs on ESSER funds and their expenditure. Ms. Utter has updated the *Riley Award* application for 2022; the deadline to submit is December 3. The Associate Director's full report is included as part of these minutes.

Mr. Grant asked for a list of the 30 partner schools from CFEC. Mr. Hudson said that those schools are listed on <https://cfec.sc.gov>. He said that the resources from CFEC are available to any interested school via this website.

Mr. Hudson also gave an overview of the report from SC-SIC Digital and Web Director Claudia Parnell. He said that the SIC website continues to be a robust source of information including the *SC-SIC Member Network* database. Currently, 5,700 local SIC members are listed here, which is low because not every SIC has reported its information (the reporting deadline is November 15). Ms. Parnell's full report is included with these minutes.

Old Business: Mr. Hudson said that although there were some technology issues with the 2021 virtual annual awards presentation, SC-SIC has received positive feedback. He is hopeful that the 2022 Annual Meeting will be held in person, if possible, on a Saturday in April. Ms. Sebuck requested that SC-SIC set the annual meeting date so that it will not conflict with the school districts' spring breaks.

Mr. Hudson said that SC-SIC funding has remained the same since 2008. SC-SIC has been creative in using resources, but he is hopeful that the General Assembly members could be approached to ask for increased funding. Ms. Heinsohn said that both the House and Senate will be returning to Columbia in December for redistricting conversations. She suggested approaching legislators while they are in town then, if possible.

New Business: Mr. Hudson said that a Board meeting schedule for 2021-22 will need to be set. He will put together a Doodle Poll to determine the best dates. He is hopeful that the next meeting will be in person. He will also send out a request to update Board contact information. Mr. Hudson will be sending out an email asking Board members to serve on at least one committee.

Ms. Sebuck asked if SC-SIC would be taking an advocacy position on parents taking active stances with their local school boards as evidenced in national news. Mr. Hudson said that SC-SIC serves primarily as a source of information, materials, and training for local SICs as they assist in their schools' five-year annual planning process. Mr. Hudson said that brainstorming could be done to help increase awareness of local SIC roles and responsibilities. Mr. Grant said he would be glad to encourage local SICs to be active locally.

Adjournment: There being no further business, a motion was made by Ms. Heinsohn and seconded by Ms. Sebuck to adjourn. It was approved unanimously, and the meeting was adjourned at 12:00 pm.

Respectfully submitted,

Mary Anne Byrd

Mary Anne Byrd, SC-SIC Secretary

Tom F. Hudson, SC-SIC Executive Director

Trainings

To Date 2021-22: 11 virtual training sessions conducted on SIC Basics (8), SIC Leadership (2), and SIC District Contacts (1); 225+ participants.

Scheduled: SIC Basics, 10/26, Charleston (Hudson); SIC Leadership, 10/28, Beaufort (Hudson); SIC Basics, 11/01, Richland Two (Hudson); SIC Basics, 11/16, St. Andrews Middle (Utter).

End of Year 2020-21: 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.
- 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, to include work on redesign of SC-SIC newsletter *Council News*.
- Ongoing work in providing technical assistance by telephone and email.
- Prepared 2021 EIA Program report for submission to Education Oversight Committee.
- Presented SC-SIC Advocate of the Year award to Anderson District Two during district's annual awards ceremony, 06/09.
- Presented 2021 Riley Award to Flowertown Elementary SIC during Dorchester Two school board meeting, 06/14.
- Attended SCDE-SC/NSPRA annual PIO meeting, 09/15.
- Coordinated annual SIC District Contact Meeting (virtual), 09/22.
- Coordinated monthly meetings of SC-EPFP, 09/17 and 10/15.

Upcoming Activities Scheduled to Date

- SC-EPFP monthly session scheduled for 11/12
- New installment of *SIC180*, for posting to social media by mid-November.
- 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.

Karen Utter, Associate Director**Carolina Family Engagement Center (CFEC)**

- Oversaw all CFEC partnerships and activities
- Work continues with SICs at 30 partner schools (up from the original 24). Liaisons are guiding schools through the process of holding elections and convening SICs for the coming year.
- CFEC family engagement liaison Laurann Patel developed new tool to help schools more easily connect with resources on SC-SIC website.
- Attended SIC meeting and provided technical assistance at SIC meeting at Chester High School.
- CFEC Parent Leadership Partner Program held first session of 2021-22 school year on October 23, 2021. Course provides information to all participants on the role of SICs and encourages participants to serve as an avenue to growing as parent leaders. Several parents are already serving on their school's SICs.
- CFEC working with coalition led by First Steps and including SC-SIC to work with Education CFEC Commission of the States on developing common infrastructure to support family engagement in the transition to kindergarten.
- Updated information and discussion guide for SICs on ESSER funds and where SICs can find information about funding plans in their district. Guide is intended to encourage SICs to stay engaged in conversations with schools about implementation of ESSER plans, evaluation of results, and continuous improvement to achieve academic and developmental goals for students.
- CFEC partnering with SCDE to pilot Community Family Resource Centers in 5 SC districts. Target launch date is sometime in early December 2021 or early January 2022.
- CFEC partnered with SCDE, SERVE, and Mid-Eastern Equity Center to sponsor family engagement summit held in September 2021.
- CFEC is co-sponsoring bi-monthly roundtables for family engagement professionals with SCDE and will collaborate with SCDE on Spring 2022 regional professional development sessions for school and district family engagement professionals.

Trainings and on-site technical assistance

SIC Trainings, Presentations, and Facilitations (completed)

- Delivered breakout session on Dual Capacity-Building Model for Family-School Partnerships at SCDE Summit on September 18, 2021.
- Assisted in development and facilitation of August 2021 and October 2021 SCDE/CFEC Roundtables.
- Short version of SIC Basics training for St. Andrews Middle School scheduled for November 16, 2021.

Awards and Annual Meeting

Riley Awards

- Updated 2022 Riley Award application for posting as of September 2021. Deadline for Level One application is Friday, December 3 at 5pm.

Claudia Parnell, SC-SIC Digital & Web Director

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 10/21/21, the total number of SIC members is **5,724**. 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 deadline to submit SIC membership information to SC-SIC is November 15.

The total number of SICs falling under laws governing School Improvement Councils, plus those who choose to convene SICs even though not mandated to do so, as of this date and reported by the school districts, is **1,116**. 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

874 *Reports to the Parents* for the 2020-21 school year were uploaded to the *Member Network* as of 10/21/21. 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.

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.

Social Media

The SC-SIC Twitter account currently has **3,059** 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. @SCSIC followers include 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 **1,064** “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 **453** followers. SC-EPFP’s Facebook page has **127** “Likes.”

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.

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, 817** subscribers.

Other listservs

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