

**SC-SIC Board of Trustees Meeting  
Quarterly Meeting Minutes  
Via Zoom – October 28, 2022**

**Board Members Present:** Bob Grant, Outgoing Chair; Stewart Cooner, Incoming Chair; Dora Leonard, Immediate Past Chair; Dr. Sallie Cooks, Outgoing Vice Chair; Clara Heinsohn, Incoming Vice Chair; Dr. Carol Hill, Incoming Secretary; Elizabeth Bost; Dr. Tasha Louis-Nance.

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

With a quorum present, Mr. Grant called the meeting to order at 11:03 AM.

**Approval of the Board's Minutes:** A motion to approve the minutes as submitted from the 05/20/22 meeting was made by Ms. Heinsohn, seconded by Mr. Cooner, which was approved unanimously.

**Introduction of New Board Members:** Mr. Hudson recognized newly elected Board members Ms. Bost (Upstate); Maggie Dangerfield (Lowcountry); Rachel Hui-Hubbard (Upper Central); and Dr. Louis-Nance (Midlands).

**Recognition of Outgoing Board Members:** Mr. Hudson also recognized outgoing Board members Dr. Cooks; Ms. Leonard; Shari Seback; and Rev. Thessa Smith. Mr. Grant and Mr. Hudson thanked them for their service.

**Election of Board Officers for 2022-23:** The Board voted unanimously to elect the following members to Board offices for the 2022-23 school year: Mr. Cooner, Chair; Ms. Heinsohn, Vice Chair; and Dr. Hill, Secretary. Mr. Grant will serve in the role of Immediate Past Chair.

**Review of Staff Reports:** Mr. Hudson provided highlights of his report and that of SC-SIC Associate Director Karen Utter. Their full reports are included as part of these minutes.

**Old Business:** (1) Mr. Hudson informed the Board that SC-SIC Digital & Web Director Claudia Parnell has retired but will be functioning in a limited capacity as a contractor through the end of the year. A letter of commendation will be sent to her from the Board. SC-SIC has advertised for a part-time Communications Coordinator; Mr. Hudson will be speaking with several potential candidates. (2) SC-SIC funding for 2022-23 remains at the same level as the last number of years. Additional funding through EIA allocations was requested of the EOC, though it appears not to be forthcoming. Mr. Hudson will consider pursuing other avenues of additional funding. Mr. Hudson also noted that the College of Education has designated a finance staff member to assist SC-SIC with its fiscal transaction needs.

**New Business:** (1) A Doodle poll will be circulated to Board members to select the three remaining Board meeting dates for the year. (2) Mr. Hudson stated that he will reach out to Board members to select their committee assignments and to update their individual contact information.

**Adjournment:** There being no further business, a motion was made by Ms. Heinsohn, seconded by Mr. Grant to adjourn, which was approved unanimously. The meeting was adjourned at 12:07 PM.

Respectfully prepared and submitted,

*Carol Hill,*

Dr. Carol Hill, SC-SIC Board Secretary

**Trainings**

**To Date 22-23:** 12 virtual/in-person training sessions conducted on SIC Basics (9), SIC Leadership (1), SIC Overview (2); 175+ participants.

**Scheduled for 22-23:** SIC Leadership -Virtual, 12/01/22, Richland 2 (Hudson).

**End of Year 21-22:** 27 virtual training sessions conducted; 550+ participants.

**Selected Activities of the Executive Director**

- 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 22-23 SC-EPFP cohort.
- Ongoing work in providing technical assistance by telephone and email.
- Participated in All College Meeting, 08/16/22.
- Served as workshop panelist, SCDE Family and Community Engagement Summit, 09/22/22.
- Attended SCDE-SC/NSPRA Back to School Workshop, 09/29/22.
- Attended The Riley Institute "WhatWorksSC" awards luncheon, 10/25/22, Columbia.
- Coordinated SC-EPFP 21-22 cohort graduation, 06/10/22, Columbia.
- Coordinated monthly session of SC-EPFP 22-23 cohort, 09/16/22, Columbia, and Fall Leadership Retreat, 10/20/22 and 10/21/22, Greenville/Spartanburg.

**Upcoming Activities of the Executive Director Scheduled to Date**

- Monthly SC-EPFP sessions through 06/23, to include Washington Policy Seminar, 03/19/23/to 03/22/23.
- SIC trainings as listed above.
- CoE Organizational Review Committee, TBD.
- Richland 2 State of the District, 11/17/22.

**Additional Areas of Work – As Submitted by SC-SIC Associate Director Karen Utter****Carolina Family Engagement Center (CFEC)**

- Oversaw all CFEC partnerships and activities as Project Director.
- Work continues with SICs at 28 partner schools. There is gradual strengthening of SICs in these schools with increasing requests for opportunities for SIC Chairs and SIC Principals trainings.
- First Parent Leadership Partner “Train the Trainer” sessions held during the summer to encourage school/districts to provide the program for their parents. A number of SIC members attended.
- CFEC was not successful in its proposal to the U.S Department of Education for a grant that would have provided overlapping funding for Year 5 of the current grant. CFEC is still in the running for a five-year grant that would extend CFEC’s work beginning October 1, 2023.
- CFEC developed, assembled, and distributed nearly 20,000 SEL family activity kits to families across the state through our partner schools, district, community partners, and other organizations. This project was funded by the SCDE.

**Getting to Outcomes (SC-SIC)**

- Accepted request from St. James High School SIC to participate in “Getting to Outcomes” program. The SIC will receive technical assistance from SC-SIC monthly over the next 12 months to strengthen its ability to support school improvement as well as building organizational capacity to sustain their SIC’s work from year to year.

**SIC Trainings, Presentations, and Facilitations Completed:**

- 1:1 SIC Chair training with SIC Chair (Beaufort School District) (July 2022)
- SIC Basics, Clarendon Consolidated School District (September 2022)
- SIC Officers’ training, Burton Pack Elementary (October 2022)
- Principals training, Anderson 2 School District (October 2022)
- Basics training, Tanglewood Middle School (October 2022)

**SIC Trainings, Presentations, and Facilitations Upcoming**

- SIC Basics, Lady’s Island Elementary (November)
- SIC Chairs Training, Chester County School District (November)
- SIC Basics, Marlboro County School District (November)

**Riley Award for SIC Excellence**

- Completed transcription of judges score sheets for Levels 1 and 2 and disseminated to all 2022 Riley Award participants.
- Updated 2023 Riley Award application. Deadline for submissions is 12/02/22.