

**SC-SIC Board of Trustees Meeting  
Quarterly Meeting Minutes  
Friday, November 22, 2019  
Saxe Gotha Presbyterian Church, Lexington, SC**

Board Members Present: Dora Leonard (Chair), Bob Grant (Vice Chair), Mary Anne Byrd (secretary), Jessica Adamson, Shannon Bedenbaugh, Rosemary Choice, Stewart Cooner, Sallie Cooks, Carol Hill, Bonnie King, Dean John Petersen, Thessa Smith.

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

A quorum being present, the meeting was called to order by Ms. Leonard at 10:34 a.m.

Minutes of the Board's May 17, 2019, meeting were approved as submitted (motion made by Mr. Cooner; seconded by Ms. Adamson).

Review of Staff Reports: Mr. Hudson gave an overview of staff reports (Executive Director, Associate Director, and Digital and Web Director). Full staff reports are included with these minutes. Mr. Hudson responded to various Board member questions related to SIC training, funding, the Carolina Family Engagement Center (CFEC) grant, and the upcoming SC-SIC Annual meeting.

Overview of the Upcoming Legislative Session: Debbie Elmore, Director of Governmental Relations and Communications for the SC School Boards Association (SCSBA), presented an overview of the upcoming 2020 legislative session. She noted that more teachers involved and engaged in the advocacy process; that the Board of Economic Advisors expects \$1 billion is expected in new state revenue; and that the Speaker of the House would like to increase SC teachers' salaries to the national average in five years (currently \$60,000). She also shared information about school district takeovers; the new funding reform formula; education savings accounts; and the uniform district start date.

The Basics: Mr. Hudson presented an "SIC Basics" training session for the Board.

Old Business: The Board's next meeting will be a conference call on February 28 at 11:00 a.m. The following regularly scheduled meeting will be in-person meeting on May 22. Committee assignments were handed out. The Board member list was distributed, and persons were asked to provide corrections to Mr. Hudson. Mr. Hudson also recapped SC-SIC funding for FY19-20 and the outlook for FY20-21. He also shared progress information on the 2020 SC-SIC Riley Award for SIC Excellence.

New Business: The SC-SIC Annual Meeting will be Saturday, April 4. The venue for the event is being finalized. Mr. Hudson encouraged all Board members to attend if possible.

Adjournment: There being no additional business before the Board, a motion was made by Ms. Choice and seconded by Ms. Bedenbaugh to adjourn the meeting, which was approved at 2:15 p.m.

Respectfully submitted,

Mary Anne Byrd  
SC-SIC Secretary

**Trainings**

<b>Totals 2018-19:</b>	32 training sessions reaching approximately 800 participants
<b>Completed to Date 2019-20:</b>	18 training sessions (SIC Basics, SIC Leadership, SIC District Contacts); 325+ participants
<b>Currently Scheduled:</b>	12/05/19, SIC Basics, Williamsburg (Hudson); 12/09/19, SIC Basics, Orangeburg East (Hudson); 12/11/19, SIC Basics, Orangeburg West (Hudson); 12/12/19, SIC Basics, Orangeburg Central (Hudson); 01/17/20, SIC Basics, SC-EPFP (Hudson); 02/11/20, SIC Basics, Anderson 1 (Hudson)

**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 and budget meetings.
- Ongoing work in preparing copy for SC-SIC materials and e-publications.
- Ongoing work in providing technical assistance by telephone and email.
- Attended UofSC College of Education (CoE) Academic Council meetings, 09/24 and 10/30.
- Attended joint SCDE/SC Chapter, National School Public Relations Association (SC/NSPRA) annual Public Information Officers meeting, 09/27, in Columbia.
- Attended Furman University's 20<sup>th</sup> anniversary celebration of The Riley Institute, 10/03, in Greenville.
- Coordinated SC-EPFP annual Leadership Retreat, 10/09 - 10/10, Greenville/Spartanburg.
- Met with CoE Assistant Dean of Business Operations Ryan Inzana regarding SC-SIC budget and funding, 10/30.
- Attended and provided welcome at the CoE's Office of Diversity, Equity, and Inclusion 3-D forum on family engagement, presented by the Carolina Family Engagement Center, 10/30.
- Attended The Riley Institute at Furman's WhatWorksSC awards luncheon, 11/12, in Columbia.
- Attended CoE Center for Educational Partnerships retreat, 11/13, in Columbia.
- Attended Richland District Two's annual State of the District breakfast, 11/14, in Columbia.

**Upcoming Activities Scheduled to Date**

- Guest speaker, Chapin Elementary SIC (District Five of Lexington-Richland) meeting, 12/11.
- York Comprehensive High (York District 1) SIC meeting, introduction to Engagement for Outcomes, 01/28.
- With SC-EPFP, quarterly state coordinators meeting and Washington Policy Seminar, 03/20 – 03/25, in Washington, DC.

## **REPORT TO THE BOARD**

11/22/19

**Karen Utter, SC-SIC Associate Director**

### **Carolina Family Engagement Center (CFEC)**

- Oversaw all CFEC activities
- Monthly meetings with CFEC Leadership Team and Evaluation Team
- Monthly meetings with CFEC Specialists
- Weekly check-ins with Regional Family Engagement Liaisons in the field (most working with SICs on family engagement in partner schools)
- Coordinated development of Professional Development Sessions for Liaisons
- Quarterly CFEC Partner Meeting (next upcoming in December)
- Continued to meet individually with state-level organizational partners (ongoing)

### **Trainings and On-site Technical Assistance**

- SIC Trainings, Presentations, and Facilitations (completed) – Basics: Charleston (Oct), Clarendon 1 (Oct), Kershaw (Oct), Marlboro (Oct); SIC Chairs Training: Richland One (Nov).
- Parent Liaison Family Engagement Training Sessions with SCDOE/CFEC (total of over 100 trained in four (4) sessions).

### **Awards and Annual Meeting**

- *Riley Award for SIC Excellence*
  - Level One Applications due Friday, Dec. 6.
  - Will schedule/deliver Zoom training for new Riley Award judges in December

### **Collaborations**

- Continued collaboration with USC College of Education's Parent Advocacy Group (ongoing)

### **Engagement for Outcomes**

- Met with principal of York Comprehensive High School in preparation for York High participation in Engagement for Outcomes beginning in January 2020.

**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 **11,656**. 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 **1,142**. This figure includes some schools that have been allowed to convene "joint" SICs.

Of these schools, **916** are in full compliance with state law (including reporting by the deadline), **67** 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 **159** 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.

At the end of the 2017-18 school year, **13,169** SIC members were registered with the *Member Network*. As **159** schools have yet to report and **67** may have members that have not been updated for the current year, this number will increase. Future Board reports will indicate the changes.

Due to technical failure, reports from the 2018-19 school year are not available. Steps have been taken to ensure that this issue does not recur. We can, however, state with confidence that the above figures are consistent with or better than those of the same 2018-19 reporting period.

***SIC Report to the Parents Uploads***

**761** *SIC Reports to the Parents* for the 2018-19 school year were uploaded to the *Member Network* as of 11-18-19 (as compared to **512** as of 09-20-19). 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 **2,980** followers (up from 2,952 as of 09-20-19). 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 SC-SIC Facebook Page has **934** "Likes" (up from **921** as of 09-20-19). 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. 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), coordinated by SC-SIC Executive Director Tom Hudson, relaunched its social media program. Its Twitter handle is @PolicySc and to date the account has **290** followers. SC-EPFP's Facebook page has **93** "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 **82** Twitter followers, **81** Facebook "Likes," and **69** 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.