

**SC-SIC Board of Trustees Meeting  
Quarterly Meeting Minutes  
December 10, 2021**

**Saxe Gotha Presbyterian Church, Lexington**

Board Members Present: Sallie Cooks (Vice Chairperson), Mary Anne Byrd (Secretary) Clara Heinsohn. and King Laurence.

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

Without a quorum present, Ms. Cooks called the meeting to order at 10:28 a.m.

Board Development: PSTA Executive Director Kathy Maness and Government Affairs Director Patrick Kelly presented an overview of the upcoming legislative session. Topics included Education Savings Accounts, Curriculum and Instructional Materials, Teacher Shortage, Wrap-Around Supports, and ESSER funds.

Mr. Hudson said that the Carolina Family Engagement Center has added information on its website about ESSER and Academic Recovery Plans, and that similar materials are provided on the SC-SIC website.

Approval of the Board's Minutes: A motion to approve the minutes as submitted from the May 14, 2021, meeting was made by Ms. Heinsohn and seconded by Mr. Laurence. The minutes were approved unanimously with the four members in attendance and four proxies provided by absent members (Bord Chair Bob Grant, Immediate Past Chair Dora Leonard, and members Stewart Cooner and Trevor Ivey).

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

Review of Staff Reports: Mr. Hudson provided highlights of his report. He said that staff have done 13 trainings with over 250 participants. He will also be talking to the SC Baptist Convention. He said that we are in the fourth year of the five-year grant with the Carolina Family Engagement Center (CFEC). Talks are already taking place as to the future of CFEC. He said this year's SC Education Policy Fellows Program has eight (8) participants. There will be a Washington, DC event in the spring. Mr. Hudson is the vice chairperson for the SC Social Emotional Learning (SEL4SC) Board. He also serves as wise counsel for the SC Chapter of the National School Public Relations Association. SC-SIC partnered with the SC Department of Education and DHEC on a virtual town hall on pediatric COVID vaccines. He hopes to coordinate with various local school boards to present the SC-SIC awards for 2021. He will be out for the office for 4-6 weeks some time in 2022 for knee replacement surgery. His full report is included as part of these minutes.

Mr. Hudson 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). These are targeting high

poverty communities. She will be in touch with Board members about judging the Riley awards. Ms. Utter's full report is included as part of these minutes.

Mr. Hudson gave an overview of the report from Digital and Web Director Claudia Parnell. The SIC website continues to be a good source of information. Currently we have over 12,000 members listed in the SIC Member Network. Eight hundred and ninety-two (892) *Reports to the Parents* were uploaded to the SIC website. The SC-SIC's Twitter and Facebook remain very active. The Council News newsletter was recently distributed. Ms. Parnell's full report is included as part of these minutes.

Lunch: The group took a break for lunch.

Board Development: UofSC Consortium for Latino Populations Director Dr. Myriam Torres updated the group about "Getting to Know Latino Populations."

Old Business: Mr. Hudson said we have two more Board meeting dates for 2021-22: February 16 (virtual) and May 6 (in person). SC-SIC continues to be funded at the same level it has been for numerous years. Currently, the financial situation of SC-SIC is good. COVID-19 and lack of travel has helped with expenditures, as well as Ms. Parnell going to a part-time position. The CEFC grant has been reclassified from a training grant where "indirect" funds were turned back over to the General Assembly. Now as a research grant, these funds are retained by the University, the College of Education, and SC-SIC.

New Business: Mr. Hudson said the application deadline for Level One for the Riley Award was last week. About a dozen applications were received; this is about the same number received in the past. Ms. Utter will be sending those out to be reviewed. The decision about whether the annual meeting will be in person has not yet been made. The event will need to break even. The meeting would likely be at the end of April.

Adjournment: There being no further business, a motion was made by Ms. Heinsohn and seconded by Mr. King to adjourn. It was approved unanimously, and the meeting was adjourned at 2:02 p.m.

Respectfully submitted,

*Mary Anne Byrd*

Mary Anne Byrd  
SC-SIC Secretary

**Tom F. Hudson, SC-SIC Executive Director**

**Trainings**

**To Date 2021-22:** 13 virtual training sessions conducted on SIC Basics (9), SIC Leadership (3), and SIC District Contacts (1); 250+ participants.

**Scheduled:** SIC Leadership, 12/13, Richland 2 (Hudson); SIC Report to the Parents, TBD, Orangeburg (Hudson); SIC Overview, 03/17, SC Baptist Convention (Hudson).

**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-EPPFP) with staff from Institute for Educational Leadership (IEL) and national EPPFP.
- 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* (issued 11/08).
- Ongoing work in providing technical assistance by telephone and email.
- Preparing upcoming edition of *SIC180*.
- Attended Richland District Two State of the District breakfast, 11/03.
- Coordinated monthly session of SC-EPPFP, 11/12.
- Attended CoE virtual Town Hall, 11/19.

**Upcoming Activities Scheduled to Date**

- SC-EPPFP monthly session scheduled for 12/17
- New installment of *SIC180*, for posting to social media mid-December.
- 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).
- Attended SIC meeting and provided technical assistance to new SIC Chair at Manning Elementary School.
- CFEC Parent Leadership Partner Program continues to meet monthly.
- Updated information and discussion guide for SICs on ESSER funds is available on website.
- CFEC in process of setting up Community Family Resource Centers at 7 sites throughout the state. Target for formal launch will be tied to Valentine's Day 2022.
- CFEC is taking the lead on the December bi-monthly SCDE roundtables for family engagement professionals. Topic will be strategic communication.
- CFEC will host an online panel of SCDE personnel who will address parent questions related to attendance during the pandemic. (January 2022)

**Trainings and on-site technical assistance**

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

- Delivered breakout session on Dual Capacity-Building Model for Family-School Partnerships to Group of Richland One Family and Community Engagement Specialists (November 2021)
- Short version of SIC Basics training for St. Andrews Middle School delivered November 16, 2021.

**Awards and Annual Meeting**

*Riley Award*

- Currently processing Level One *Riley Award* applications submitted for the 2022 awards process. Will prepare for distribution to SIC Board of Trustee's round one judges. Honor Roll due to be announced on or before Friday, January 7, 2022.

**Claudia Parnell, SC-SIC Digital & Web Director****SC-SIC website**

The SC-SIC website at [sic.sc.gov](http://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 **11,899**. 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 **1,045**. 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**

**892** *Reports to the Parents* for the 2020-21 school year were uploaded to the *Member Network* as of 12/01/21. 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.

*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 2021, SC-SIC awarded the Hilton Head Island High School Improvement Council the *Award of Merit for SIC Report to the Parents Excellence*. The award was acknowledged in the virtual awards ceremony held May 1, which also recognized the 2021 *Riley Award* winner. The winning *Report* is available for viewing online [HERE](#).

## **Social Media**

The SC-SIC Twitter account currently has **3,055** 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. 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 **1,072** “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), coordinated by SC-SIC Executive Director Tom Hudson, relaunched its social media program. Its Twitter handle is @PolicySc and to date the account has **453** followers. SC-EPFP’s Facebook page has **128** “Likes.”

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

Recorded by and from SC-SIC Executive Director Hudson, *SIC180* is an effort to reach out to the SIC community and share information periodically in a video format. Links to the videos are on the SC-SIC website at <https://sic.sc.gov/>; or you can scroll down the Facebook feed to find them. If you cannot access the video, please contact Claudia at [cparnell@mailbox.sc.edu](mailto:cparnell@mailbox.sc.edu).

## **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 and can be viewed [HERE](#).

## **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 **20,238** 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.