On-Site SC-SIC Training and Technical Assistance Programs for Local SICs

Building School Improvement Council Capacity to Achieve Results

Training & Technical Assistance at the Local Level

Conversation for SIC Goal Setting: SC-SIC staff facilitate a 2 hour session, leading SICs through a review of their strategic plan and other data to identify SIC areas of focus and initial goals.

Family Engagement Inventory: SC-SIC staff facilitate 2 hour meeting to create an inventory of existing family engagement initiatives and a plan to fill in the pieces needed to create a comprehensive family engagement program.

Customized technical assistance sessions: SC-SIC staff will work with your school's Principal and SIC Chair to develop a technical assistance plan that is customized to meet your individual SIC's needs and preferences. This can involve a one-time training session for your SIC on topics of your choice and/or ongoing support and coaching in person or by phone and email until your goals are met.

Scheduling Trainings and Technical Assistance

All SC-SIC training and technical assistance are offered at no cost to districts and schools.

SIC *Basics* and other district-level trainings: SIC District Contacts should call or email the SC-SIC office to schedule a training date. Local SICs that would like one of these trainings to be offered in their district should submit a request directly to their SIC District Contact.

Local level trainings and technical assistance: The school Principal and SIC Chair may submit requests for individual training and/or technical assistance directly to the SC-SIC office.

Contact:
SC School Improvement Council
Center for Educational Partnerships
USC College of Education
Wardlaw Bldg., Ste. 001
Columbia, SC 29208
1-800-868-2232
sic@mailbox.sc.edu
sic.sc.gov

SIC *Basics* Training

Offered year-round at the district level

SIC Basics is a one-hour training designed primarily for new SIC members as well as longer-serving members needing a refresher course on basic SIC concepts. It provides an overview of SIC legislative mandates, the elections and appointment process, membership requirements, and the primary roles and responsibilities of local SICs and their members.

Although available year-round, SIC *Basics* is ideally held in the summer or

early fall - shortly after SIC members have been elected/appointed for the coming year.

SC-SIC can also provide districts with a second trainer to deliver an advanced *SIC Leadership* or *Tips for Chairs* session at the same time as SIC *Basics*. SC-SIC can also schedule a technical assistance session for individual SIC Chairs/Principals immediately before or after an SIC *Basics* training.

Advanced SIC Trainings

Offered year-round at the district level, all are one-hour in length

SIC Leadership is designed for SIC Chairs, Principals, and veteran SIC members, and is focused on organizing and operating an effective SIC. It provides guidance on how to develop meeting agendas, keep effective minutes, create and update bylaws, comply with SC FOIA requirements, and recruit and retain SIC members.

Tips for SIC Chairs focuses specifically on the role of the Chair in making SICs and meetings function more effectively. Topics addressed include an overview of SIC and officer responsibilities, timelines, agendas and meetings, bylaws, SIC reporting, SC FOIA compliance, and advocacy.

Crafting the SIC Report to the Parents outlines the steps to creating an effective *SIC Report to the Parents* and how to make it both informative and user-friendly. The session will provide an overview of content, use of statistics, graphic design, printing, and distribution.

Applying for the SC-SIC Riley Award for SIC Excellence highlights application procedures, helpful tips, and case studies of former winners of this annual award, which recognizes SICs having demonstrated excellence in supporting civic engagement in public education.

Effective, Ethical Advocacy with Elected Officials is ideal for those SIC members who have completed *SIC Basics* training. It provides insights, tools, and strategies for SIC members to be effective advocates for their schools, districts, and public education. Participants will be exposed to a variety of approaches and resources to mobilize community support through advocacy with their local and statewide elected officials, and will receive guidance in the proper methods of advocating in accordance with SIC guidelines and those of the SC Ethics Commission.

Communicating with the Greater School Community addresses the importance of clear and frequent SIC communication with parents, teachers, and the greater school community. It covers the development of consistent messages, the role of a communications plan, utilizing multimedia communication efforts, and the philosophy of effective two-way communications.

The SIC Role in "Read to Succeed" provides SICs with an overview of this law's provisions and roles of the SIC in developing the school reading plan, assisting families in supporting improved literacy, and building community partnerships.