

# SIC District Contact Digest

Volume 2, Issue 2



## 2017 Riley Award Application Deadline Extended to December 2, 2016

In response to requests from several school districts affected by Hurricane Matthew, SC-SIC has extended the deadline for Level One Riley Award applications to the close of business on Friday, December 2, 2016.



Dick & Tunky Riley Award  
for  
School Improvement Council  
Excellence

Please encourage SICs in your district to consider participating in the awards process. Any SIC that has been convened for at least one year is eligible to apply. Applications for this year's award should focus on SIC accomplishments from the 2015-16 school year.

The Riley Award process provides several levels of opportunity for recognition, and all participating SICs can benefit from the feedback they will receive from our judges.

The 2017 Level One application, instructions,

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*See "2017 Riley Award Deadline Extended"*

## November 15 Membership Reporting Deadline Approaching!

The November 15 deadline for SICs to report their membership information to the SC-SIC *Member Network* is nearly upon us. We realize that school closures in districts impacted by Hurricane Matthew may make it difficult or in some cases, impossible to meet the deadline this year. As this deadline is written in state law, we cannot extend it. We can assure these districts, however, that their schools will not be indicated as non-compliant as long as their information has been reported to the *Member Network* by January 1, 2017. If you have any questions or concerns, please feel free to contact a member of our staff.



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*See "November 15 Deadline Approaching"*

## Did You Deliver an SIC Basics Training for Your Schools?

### Let Us Know!

We know that a number of our District Contacts are certified to deliver *Basics* trainings. We appreciate District Contacts who provide this service! We would like to track the number of SIC members who are trained at these sessions so that we have a more complete picture of where training is happening throughout the state. If you can let us know the date of your training and the number trained, we would greatly appreciate it. And if you give us advance notice, we will post your training to the master schedule on our website!

To have your training details and numbers posted to the SC-SIC website, please contact Digital and Web Director Claudia Parnell at [cparnell@mailbox.sc.edu](mailto:cparnell@mailbox.sc.edu).

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### Attendance at SC-SIC Basics Trainings is Strong

We want to express our sincere thanks to all of our District Contacts that have sponsored *Basics* trainings this fall. Attendance at these trainings has been excellent across the state. An increasing number of districts are providing members with a meal in connection with the training - which is clearly not hurting! And a shout out to **Aiken**

**County Public School District** which is scheduling an informal presentation by several of its most active SICs immediately after the *Basics* training to encourage and inspire other SICs in their district.

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### It's Not Too Late to Schedule a District-Wide Training for Your SIC

We are still booking *Basics* trainings for districts through the end of the calendar year. You may want to consider scheduling an advanced training to run concurrently with the *Basics* in a separate room. Trainings such as *SIC Leadership*, *Communicating with the Greater School Community*, or *Preparing the SIC Report to the Parents* are an hour in length and provide an additional capacity building opportunity for more experienced members. Or, you can schedule an advanced training separately later in the school year. A full list of our trainings is available on our website at [sic.sc.gov](http://sic.sc.gov) and in the SC-SIC training brochure which can be downloaded from the website.



## *November 15 Deadline Approaching*

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The *SIC Handbook* contains detailed instructions on how to report membership information to the *Member Network*. In summary, the steps in the process are as follows:

- **The SIC Chair or designee should take the initiative to collect all member names and contact information, including mailing address and email address, and deliver that information to the principal.** Administrators and teachers can use their school contact information, but we ask that SICs make every effort to list home or work contact information for parents and community members so that our office can provide them with *Council News*, *In the Loop*, and other relevant information.
- **The principal is ultimately responsible for requesting an account and a password for the current school year, and then posting member information to the SC-SIC Member Network.** This can be done from the *Member Network* home page at [sic.ed.sc.edu/network](http://sic.ed.sc.edu/network).

By this time, District Contacts should also have applied for a *Member Network* account and new password for their district for the current school year. This allows District Contacts to enter the system and check on their school's progress toward completing the reporting process. District Contacts can also enter SIC membership information for their schools' SICs should they choose to do so.

Please remember that the *Member Network* now uses three icons (a green check, a blue asterisk, and a red "X") to denote the compliance status of each school. A green check indicates that a school has reported by the November 15 deadline and their SIC membership complies with state law requirements. A blue asterisk indicates either that the school did not meet the November 15 deadline and/or its membership report does not comply with state law requirements regarding the number and type of members on the SIC. The red "X" indicates that the school has not made any attempt to report membership to the *Member Network*. This change is explained by the legend on the *Member Network* and will be discussed further in the upcoming issue of *Council News*.

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## *2017 Riley Award Deadline Extended*

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and examples of prior year case statements are available on the SC-SIC website under the SICs & SIC Leaders portal.

Thanks very much for helping us get the word out!