

# SIC District Contact Digest

Volume 3, Issue 1



## It's Time to Apply for the Riley Award!



Dick & Tunky Riley Award  
for  
School Improvement Council  
Excellence

**WE NEED YOUR HELP!** Please encourage SICs in your district to complete an application for the 2018 *Dick and Tunky Riley Award for SIC Excellence*! **The deadline this year is 5:00 p.m. on Friday, December 1, 2017.** The application and a flyer advertising the competition can be downloaded from our website at [sic.sc.gov](http://sic.sc.gov); case statements submitted by prior *Riley Award* winning SICs can also be viewed there.

The *Riley Award* process provides participating SICs with an opportunity to achieve recognition as they progress to the next level in the award process. Thus, it can

serve to encourage and motivate up-and-coming SICs as well as those already functioning at a high level.

In Level One, SICs are asked to submit a three-page case statement describing the results they achieved during the 2016-17 school year; three (3) letters of recommendation; and their membership rosters from the prior and current school years. **All SICs scoring at least 85 of a possible 100 points at Level One will earn a spot on the 2018 SIC Honor Roll.** Up to 20 Honor Roll SICs will be invited to submit additional documentation for consideration in Level Two of the process. From this group, five (5) SICs will be selected as *Riley Award* finalists. These finalists will be honored at the SC-SIC Annual Meeting in April 2018 at which the winner will be announced.

We have been stepping up our efforts to publicize the work of our *Riley Award* winner and finalists. In addition to including their work in our annual *SIC Activities Resource Library*, the SC-SIC Board of Trustees honored 2017's finalists with a full-page ad in the latest issue of SCASA's *Palmetto Administrator* magazine. The 2017 winner, South Pointe High SIC of Rock Hill Schools (York District Three), also received a newly designed Riley Award banner which was presented at the Annual Meeting and again at a local school board meeting. We plan to continue the practice this year.

# Deadline for Reporting SIC Membership Information is November 15

It's that special time of year when SC-SIC's Digital and Web Director, Claudia Parnell, checks her list to see who's been naughty and who's been nice! Or, more to the point, which SICs have reported their membership by the statutory November 15 deadline to the SC-SIC online *Member Network*. Overall, the level of compliance with this requirement has been awesome the last several years. Let's keep it up!

SICs posting a membership roster that complies with state law requirements by November 15 will be considered in full compliance, and a green check mark will appear in the "compliance" column. SICs reporting after November 15 and/or submitting membership rosters that do not comply with the composition requirements of state law will be considered in partial compliance, and a blue asterisk will appear in the "compliance" column. SICs making no attempt to report their 2017-18 membership to the *Member Network*, will be deemed out of compliance, and a red X will appear in the "compliance" column. An SIC can report its membership to the Member Network after November 15, however, the highest level of compliance it would then achieve for the current school year would be partial compliance.



**REMEMBER:** An SIC must create a *Member Network* user account in order to report its SIC membership. This is usually the responsibility of the school's principal or his/her designee as a school or district email address is required. Passwords are disabled every year on July 1; all account holders will need to apply for a new password before they can report their membership for the current year.

**REMEMBER:** Schools that are newly opened for 2017-18 should contact Claudia Parnell at [cparnell@mailbox.sc.edu](mailto:cparnell@mailbox.sc.edu) to have the new school added to the *Member Network* database.

**SPECIAL NOTE:** Please ask your SICs to make an effort to include email addresses for all members with access to email, especially parent and community members. Otherwise these individuals will not receive publications, materials, and announcements from SC-SIC.

## It's Not Too Late To Schedule a Basics Training for the Coming Year

Many of you have already scheduled an SIC Basics training for your district. Others of you have delivered a training to your district yourself. Thank you! We still have openings available in November and December if you would like to schedule a Basics training for your district. Just contact SC-SIC Coordinator of Council Services Karen Utter at [utter@mailbox.sc.edu](mailto:utter@mailbox.sc.edu), or SC-SIC Executive Director Tom F. Hudson, [hudsontf@mailbox.sc.edu](mailto:hudsontf@mailbox.sc.edu), and we will get your district on the training calendar.

If you have delivered a Basics training yourself, we would appreciate it if you would let us know the date and the approximate number of attendees. This information will help us to better focus our outreach efforts throughout the year.

This is also a good time to think about whether you would like to schedule a district-wide advanced training later in the year, such as *SIC Leadership*, *How to Prepare a Report to the Parents*, or *Communicating with the Greater School Community*. Additional trainings are listed on our website and in our SC-SIC Training Brochure.

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

Building  
School Improvement Council  
Capacity to  
Achieve Results



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**Thank you for everything  
you do to  
support your  
district's SICs!**

