



River Bluff High School Improvement Council  
September 19, 2018  
6:00-6:30 pm  
RBHS Counseling and Advisement Commons  
Agenda

- I. Welcome and Introductions **If you could have a walk up song, what would it be?**
- II. Purpose of the RBHS SIC
- III. Nomination of Officers: Chair, Co-Chair, Secretary (Elections October 8th)  
**Nominations will be done electronically, taken through the 5th. Results will be revealed on the 8th**
- IV. Community/SIC Support:
  - a. College Application Day Donations October 18th
    - i. Finger foods, snacks, drinks, paper products (400 plus kids)
  - b. Sophomore Passage Portfolios: April 23-26th (28th and 29th Make Up Days)
  - c. Chasing the Dragon September 25th at 630pm!!
- V. Principal's Report--
  - a. Palmetto's Finest **Runner up 2017-18, we submitted application today!!!**
  - b. EL Education Film Crew **October 2nd and 3rd, Mentorings, Looping CREWs, Community and Service**
  - c. **School Spirit this year!!! Has been amazing!! For all fall sports!**
  - d. **In October we will share assessment data that shows our growth, and what we have been working on**

**Kathy Maness shared that Dr. Clamp is one of the 3 finalists for National School Principal of the year!!!**

**Britt Poole requested for a presentation on the Bond Referendum--we will request from Central Services!!**

**School Board Forum being held here November 4th.**

SIC Meeting Dates 2018-19 School Year  
October 8th

November 12th  
December 10th  
January 14th  
February 11th  
March 11th  
April 8th  
May 13th

### **The SIC Chair**

The most important qualifications for serving as an SIC Chair are a strong commitment to assisting the school in meeting its improvement goals and an ability to work well with others. It is particularly important that an SIC Chair be able to work in partnership with the principal as the Chair is the primary link between the SIC and the principal.

The Chair's duties should be listed in full in the bylaws and should include:

- leading SIC meetings;
- preparing meeting agendas in consultation with the principal and ensuring that they are distributed and posted at least 24 hours in advance of meetings;
- appointing SIC committee chairs and members;
- monitoring SIC compliance with state law requirements.

### **The SIC Vice Chair (or Co-Chair)**

The Vice-Chair's duties should be listed in full in the bylaws and should include:

- assisting the Chair during meetings;
- leading meetings in the absence of the Chair;
- assisting in preparing agendas, serving on or assisting with SIC committees, and providing general support for SIC initiatives.

### **The SIC Secretary**

The Secretary's duties should be listed in full in the bylaws and should include:

- ensuring that the SIC's schedule of regular meetings for the year is posted on the school's website, included on the school's calendar, and/or posted at the entrance to the main school office;
- recording attendance at each meeting;
- taking meeting minutes and transcribing/distributing copies to members in a timely manner prior to the next SIC meeting;
- serving on or assisting with SIC committees and providing general support for SIC initiatives;
- maintaining a complete set of SIC records in a file located in the school office or other central location.