



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
Read to Succeed Liaisons
School Administrators

FROM: Abbey Duggins, PhD.
Director, Office of Early Learning and Literacy

DATE: August 15, 2023

RE: LETRS Administrator and Reading Coach PLC

The Office of Early Learning and Literacy (OELL) is supporting South Carolina's districts and schools implementing *Literacy Essential for Teachers of Reading and Spelling* (LETRS) Volume 1 and Volume 2. As part of the office's statewide support, the OELL is offering a training series for administrators and reading coaches on implementing LETRS practices. Registration links and meeting dates may be found on the following page.

This training will provide administrators and reading coaches with a focused professional learning community (PLC) on implementing evidence-based literacy instructional practices. The NEW 2023 SC CCR ELA Foundations of Literacy Standards and content knowledge in LETRS training will be an essential component of each session. Administrators and reading coaches interested in collaborating with other SC educational leaders on how to transfer LETRS research into classroom practice should consider attending.

In order to register, participants must be actively participating (completing and/or facilitating implementation) in LETRS Volume 1 or Volume 2 during the 2023–24 school year. Participants must also be prepared to attend bi-monthly PLC meetings having completed the identified sessions (see below). Registration will close on Thursday, August 31, 2023.

Session Date	Volume 1 Sessions (All 9:00-10:30 AM)	Volume 2 Sessions (All 11:00-12:30 PM)
8/25/23	LETRS Logistics 101	LETRS Logistics 101
9/1/23	Unit 1: Sessions 1&2	Unit 5: Sessions 1&2

Session Date	Volume 1 Sessions (All 9:00-10:30 AM)	Volume 2 Sessions (All 11:00-12:30 PM)
9/15/23	Unit 1: Sessions 3&4	Unit 5: Sessions 3&4
9/29/23	Unit 1: Sessions 5&6	Unit 5: Sessions 5&6
10/13/23	Unit 1: Sessions 7&8	No PLC
10/27/23	Unit 2: Sessions 1&2	Unit 6: Sessions 1&2
11/3/23	Unit 2: Sessions 3&4	Unit 6: Sessions 3&4
11/17/23	Unit 2: Sessions 5&6	Unit 6: Sessions 5&6
12/1/23	Unit 2: Sessions 7&8	No PLC
1/5/24	Unit 3: Sessions 1&2	Unit 7: Sessions 1&2
1/19/24	Unit 3: Sessions 3&4	Unit 7: Sessions 3&4
2/2/24	Unit 3: Sessions 5&6	Unit 7: Sessions 5&6
2/16/24	Unit 3: Sessions 7&8	No PLC
3/1/24	Unit 4: Sessions 1&2	Unit 8: Sessions 1&2
3/15/24	Unit 4: Sessions 3&4	Unit 8: Sessions 3&4
3/22/24	Unit 4: Sessions 5&6	Unit 8: Sessions 5&6
4/12/24 or 4/19/24*	Unit 4: Sessions 7&8	No PLC

Participants will receive two continuing education credits for each session attended. Certificates will be distributed following the completion of all sessions.

To register for LETRS Volume 1 PLC [click here](#).

To register for LETRS Volume 2 PLC [click here](#).