



STATE OF SOUTH CAROLINA DEPARTMENT OF EDUCATION

Directions for Completing 2023–24 District and School Reading Plans

Beginning in Fiscal Year 2015, each district has prepared a comprehensive annual reading proficiency plan for prekindergarten through twelfth grade by responding to questions and presenting specific information and data in a format specified by the Read to Succeed Office at the South Carolina Department of Education (SCDE) as required by Act 284, Read to Succeed. Each district's PK–12 reading proficiency plan presented the rationale and details of its blueprint for action and support at the district and school levels. The legislation also requires districts and schools to monitor the implementation of their plan and to use data to make improvements and to inform revisions for subsequent years.

The format will remain overall the same as the 2022–23 reading plans, with the addition of new questions from Proviso 1A.73 asking districts to reflect on their plans for literacy instruction, intervention, and curriculum.

These tools support districts and schools when monitoring the implementation of reading plans, the setting of SMART goals, and development of action steps for the school year. The 2023–24 literacy tools reflect the state's implementation of Multi-Tiered System of Supports (MTSS). A hard copy of all literacy tools may be found here: <https://ed.sc.gov/instruction/early-learning-and-literacy/read-to-succeed1/reading-plans-state-district-and-school/>.

The new proviso questions (also reflected in the District tool linked below) ask districts to:

- Provide the total number of first and second graders projected to score Does Not Meet on SC Ready ELA,
- Reflect on how the district's curriculum, instructional plans, assessments, and intervention protocols and resources are aligned with the science of reading, structured literacy, and foundational skills, and
- Explain how the district will provide teacher training in the science of reading, structured literacy, and foundational skills.

The current deadline for submission of district and school reading plans is October 13, 2023. All school and district plans should be submitted through the Formstack survey links listed below.

- [District Literacy Reflection Tool](#)
- [Primary and Elementary School Reflection Tool](#)
- [Middle and Secondary School Reflection Tool](#)

Part 1: School Level Exemplary Literacy Reflection Tools

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The *Primary and Elementary Exemplary Literacy Classroom Reflection Tool* and the *Middle/High School Exemplary Literacy Classroom Reflection Tool* help schools to assess implementation of the assurances required by Read to Succeed and help to document progress toward meeting goals. Reflection tools are intended to reveal areas of strength and areas of opportunity. The data resulting from the reflection tool will assist the school/district to determine action steps which will enhance student achievement.

How to:

1. Administrators, coaches, teachers, and/or the school literacy leadership team will use the appropriate *Exemplary Literacy Classroom Reflection Tool* as listed above to collect data to determine progress toward the implementation of the school plans.
 - a. Support for students in CATE programs or alternative programs should be included in the plan for the connected or home high school.
 - b. Schools serving multiple grade level bands (ex. K-8, K-12) may complete the Primary and Elementary school reflection only, and may include upper grade level goals as needed.
2. The school literacy leadership team will analyze the data collected through the reflection tool and determine a rating for the school, using the categories (rarely, sometimes, or routinely) for the supporting statements for each assurance.
3. The school literacy leadership team will reflect on the progress of last year's SMART goals, and will develop one to three SMART goals and action steps based on the analysis of school data. Schools serving third grade students must use the Third Grade Proficiency Goal as one of their goals.
4. The school literacy leadership team will submit the ratings, goals, and action steps to the district office through a process established by the district.
5. The school will also enter the ratings for the supporting statements and the goal(s) and action step(s) through the correct Formstack link listed above.
6. The school will receive a confirmation email containing their submission; the district office may request a copy of this submission in order to complete the district-level plan.

Part 2: District Level Exemplary Literacy Reflection Tool

The *Read to Succeed District Reading Plans* will be completed based on the district's analysis of the district's schools' data, goals and action steps. Districts will determine ratings (rarely, sometimes, or routinely) for each assurance and supporting statement. One to three district goals and actions steps will be developed based on the overall assessment of progress toward implementation of Read to Succeed. Reflection tools are intended to reveal areas of strength and areas of opportunity. The data resulting from the reflection tool will assist the school/district to determine action steps, which will enhance student achievement.

How to:

1. The district literacy leadership team will analyze the data for each school within the district and the goals and action steps submitted.

2. The district literacy leadership team will determine an overall rating for the district - rarely, sometimes, or routinely, for the supporting statements for each assurance based on the composite school data.
3. The district literacy leadership team reflect on the progress of last year's SMART goals, and will develop one to three overall goals and action steps based on the analysis of this data.
4. The district will enter the ratings for the supporting statements and the goal(s) and action step(s) through the district Formstack link listed above.
5. The district literacy leadership team will establish a system for maintaining school and district data for audits and monitoring visits by the SCDE.

Part 3: Sample SMART Goals for Consideration

- Sample School District will increase the percentage of students in grades 3–8 scoring meets or exceed on SCReady, from 36% in spring 2023 to 41% in spring 2024.
- Reduce the percentage of 6–8 graders scoring Does Not Meet in the spring of 2023 as determined by SCReady from 69% to 59% in the spring of 2024.
- Increase the percentage of students scoring C or higher on the EOC English exam from 42.35% in 2023 to the 2022 state average of 67.36% scoring C or higher in 2024.
- Sample School District will increase the number of K–8 students performing at or above grade level, as determined by iReady Diagnostic Data, from 37% (fall 2023) to 55% (spring 2024).

For questions or copies of last year's reading plan documents, contact Marie Gibbons at 803-734-0529 or mgibbons@ed.sc.gov.