



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
District Instructional Leaders
PowerSchool Coordinators
Read to Succeed Liaisons
Summer Reading Camp Coordinators

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

DATE: April 4, 2023

RE: 2022–23 Summer Reading Camps

The Read to Succeed Team in the Office of Early Learning and Literacy (OELL) at the South Carolina Department of Education (SCDE) is gearing up to support districts for the 2023 Read to Succeed Summer Reading Camps (SRC). This memorandum contains important information regarding this year's SRC, including key information for PowerSchool Coordinators. SRC implementation and data requirements and best practices, along with more information on data collection, may be [found here](#).

Each district must complete pre- and post-camp reporting. **Pre-camp surveys must be submitted by May 19, 2023.** We understand that changes can occur after the pre-camp survey has been submitted and prior to the start of SRC; please submit the survey with your best estimates and email Marie Gibbons with any changes after May 19. The pre-camp survey form can be accessed here: <https://scde.formstack.com/forms/2023srcsurvey>. The pre-camp survey is used to gauge expected enrollment and locations for monitoring visits and PowerSchool data collection.

Like last summer, the SCDE will use PowerSchool to collect SRC and third grade retention data. **Districts should complete and submit PowerSchool attendance/enrollment data by the end of camp or shortly after camp ends, and should complete required data on the Read to Succeed PowerSchool Student Information page prior to the beginning of the school year.** The Office of Research and Data Analysis (ORDA) has developed resources for PowerSchool

coordinators, including a recorded, step-by-step overview of the SRC student enrollment process in PowerSchool (link below). We recommend that all PowerSchool coordinators and any school-level personnel responsible for enrolling students review this video before beginning that process.

- [Video of remote enrollment process](#) (from 2022) may be found here.
- [Summer Program Set-up Guide](#) for PowerSchool may be found here.

Note: schools/districts operating modified calendars (i.e., year-round school) will now set up summer terms in PowerSchool differently. Review version updates in the Summer Program Set-up Guide for PowerSchool (linked above) for details.

Districts must use the Read to Succeed PowerSchool page to enter required data on all students attending SRC. As a reminder, districts should also complete the Good Cause Exemption section of the page for all third graders who are eligible for retention (below the Not Met 1 cutoff on this year's administration of SC Ready Reading), regardless of SRC participation. Student attendance must be entered into PowerSchool according to regular procedure.

Districts are also reminded to complete the [SRC Expenditure form](#) and email it to Taylor at tseale@ed.sc.gov by mid-September.

The OELL strongly recommends SRC coordinators:

- finalize site locations;
- continue the process and timeline for identifying students for participation including parent notification;
- establish a process for hiring teachers who have at least an add-on literacy endorsement, or who have documented and demonstrated substantial success in helping students comprehend grade-level texts;
- ensure that teachers have access to reading curriculum that includes the foundational literacy skills of phonological awareness, phonemic awareness, phonics, fluency, vocabulary, and reading comprehension; and
- connect with their district's PowerSchool coordinator to begin planning for this summer's data collection.

Should you have questions regarding SRC, please contact Marie Gibbons at mgibbons@ed.sc.gov. If you have questions regarding the Read to Succeed PowerSchool summer setup, please contact the PowerSchool team at powerschool@ed.sc.gov.