

MEMORANDUM

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

FROM: Dr. Alisha Green
Director, Office of Instructional Supports

DATE: March 18, 2025

RE: 2024-2025 Summer Reading Camps

The Read to Succeed Team within the Office of Instructional Supports (OIS) is committed to supporting districts in delivering high-quality Summer Reading Camps (SRC) for 2025. This memorandum provides key details on reporting requirements, PowerSchool updates, and best practices to ensure smooth implementation. For additional guidance on SRC implementation, data collection, and best practices, please visit [here](#).

Each district must complete pre- and post-camp reporting. **The pre-camp survey must be submitted by May 16, 2025**, and can be accessed [here](#). We understand that changes can occur after the pre-camp survey has been submitted and before the start of SRC; please submit the survey with your best estimates and email Marie Gibbons with any changes after May 16.

The pre-camp survey is used to gauge expected enrollment and locations for monitoring visits and PowerSchool data collection. Districts are asked to identify the assessment they will use from a list of norm-referenced, alternative assessments approved for use in summer reading camps for third-grade students eligible for retention. The list of approved assessments is available [here](#).

Please note that data collection fields have been updated to reflect the legislative requirements of Act 114. Districts must use the Read to Succeed SC PowerSchool Custom page to enter required data on all students attending SRC regardless of grade level. As a reminder, districts should complete the Good Cause Exemption section for all third graders scoring DNM on SC READY Reading, even if they do not attend SRC. Student attendance must be entered into PowerSchool according to regular procedure.

The Office of Research and Data Analysis (ORDA) has developed the following resources. We recommend that all PowerSchool Coordinators and Summer Reading Camp Coordinators review these documents:

- [Student Information System Data Entry Manual](#)
- [SC School and Program Setup Guide](#)
- *Read to Succeed: SC PowerSchool Guidance PowerPoint* - This document will offer step-by-step instructions for districts on how to enter data into the updated Read to Succeed SC PowerSchool Custom page fields and will be available on the OIS webpage in May.

Note: Schools/districts operating modified calendars will now set up summer terms differently in PowerSchool. Review version updates in the [Summer Program Set-up Guide for PowerSchool](#).

The OIS 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;
- and connect with their district's PowerSchool coordinator to begin planning for this summer's data collection.

The OIS will host a **live webinar** on **April 14th** from **1-2 pm** to cover Summer Reading Camp requirements and updates related to Act 114. All districts are highly encouraged to participate for important information and a Q&A session. Be sure to mark your calendars. The link to access the webinar can be accessed [here](#). This webinar will be recorded and linked to our [webpage](#).

If 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

Thank you for your dedication to ensuring a successful Summer Reading Camp experience for South Carolina students.