SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
District Instructional Leaders
Principals
Read to Succeed Liaisons

FROM: Alisha Green, EdD
Director, Office of Instructional Supports

DATE: August 4, 2026

RE: Reading Coach Institute (Year One and Year Two Reading Coach Training)

The Office of Instructional Supports provides all Read to Succeed (R2S) Reading Coaches with two years of professional learning, known as the **Reading Coach Institute**, designed to fulfill the requirements for the South Carolina Department of Education (SCDE) Literacy Coach Endorsement.

To earn this endorsement, coaches must complete two sequential Reading Coach Institute courses:

1. Year One: *Principles of Coaching*
2. Year Two: *Action Research in Literacy Coaching*

R2S Reading Coaches are required to complete *Principles of Coaching* during their first year of service and *Action Research in Literacy Coaching* during their second year. Upon successful completion of both courses, participants will receive certificates of completion and become eligible for the SCDE Literacy Coach Endorsement. To add the endorsement to their educator credentials, participants must submit a request through the My SC Educator Portal and upload their course completion certificates as part of the application process.

Course Structure and Delivery

The Reading Coach Institute is a two-year professional learning experience designed to support coaches in developing the knowledge and skills needed for effective literacy coaching. Each course includes monthly virtual or hybrid sessions, supplemented by

individualized and small-group virtual support. The learning experience engages participants as scholar-practitioners, blending theory with practical application.

To promote active participation and minimize distractions, participants are expected to join sessions from a quiet, dedicated space conducive to professional learning. Because these courses fulfill requirements for the Read to Succeed Reading Coach Endorsement, attendance is mandatory. Participants are permitted no more than one absence per course. Additional absences may jeopardize successful course completion and endorsement eligibility.

Both courses will be offered monthly, with **registration required by August 24, 2026**. The registration link can be found on **page 3** of this memo.

Reading Coach Institute Year One: Principles of Coaching

The *Principles of Coaching* course focuses on developing foundational knowledge and skills for effective literacy coaching. Aligned with the **Literacy Competencies for South Carolina Reading Coaches**, the course helps participants:

- Define and model effective coaching practices
- Build partnerships with teachers to improve instruction
- Use coaching strategies to support school improvement and increase student achievement

Topics include adult learning theory, organizational change, literacy leadership, coaching models, MTSS, professional development design, and the relationship between teacher quality and student outcomes.

- **Syllabus:** *Year One Coach Training: **Year One Principles of Coaching***

Reading Coach Institute Year Two: Action Research in Literacy Coaching

In the *Action Research in Literacy Coaching* course, coaches engage in theory-to-practice learning experiences that position them as practitioner researchers. Participants will:

- Explore foundational theories of action research
- Identify and investigate problems of practice within their coaching role
- Plan, collect, and analyze data related to coaching interventions
- Report findings and develop strategies for ongoing improvement

This course empowers coaches to reflect deeply on their work and its impact on teacher learning and student achievement.

- **Syllabus:** *Year Two Coach Training: Year Two Action Research in Literacy Coaching*

Registration Information

To ensure coaches receive the appropriate regional support from the SCDE Literacy Specialist team, registration is organized by geographic region. Please register for sessions within your designated region.

- **Registration Deadline:** Monday, August 24, 2026
- **Session Access:** Participants are expected to log in at least 30 minutes prior to each session start time
- **Regional Offerings:** See pages 3–4 for detailed charts outlining session schedules for Year One and Year Two coaches

Please use this LINK to register prior to Monday, August 24, 2026.

Year One Coach Training: *Principles of Coaching*

Year One Upstate Dates:	**Upstate Facilitators:**
September 16, 2026 October 14, 2026 November 12, 2026 December 7-10*, 2026 January 13, 2027 February 10, 2027 March 10, 2027 April 12-16*, 2027 * One day of the week	Kathryn Gandy Sandi Maddox Bettina McNeil
Year One Midlands/Pee Dee Dates:	**Midlands/Pee Dee Facilitators:**
September 14, 2026 October 12, 2026 November 9, 2026 December 7, 2026 January 11, 2027 February 8, 2027 March 8, 2027 April 19, 2027	Jamilah Campbell Sarah Lynch Wendy Todd

Year One Lowcountry Dates:	Lowcountry Facilitators:
September 14, 2026 October 12, 2026 November 9, 2026 December 7, 2026 January 11, 2027 February 8, 2027 March 8, 2027 April 19, 2027	Rikki Benjamin Celeste Robertson Jennifer Shuffler

Year Two Coach Training: ***Action Research in Literacy Coaching***

Year Two Upstate Dates:	**Facilitators:**
September 23, 2026 October 21, 2026 November 18, 2026 December 14-17*, 2026 January 20, 2027 February 24, 2027 March 17, 2027 April 19-23*, 2027 * One day in the week	Kathryn Gandy Sandi Maddox Bettina McNeil

Year Two Midlands/Pee Dee Dates:	Facilitators:
September 21, 2026 October 19, 2026 November 16, 2026 December 14, 2026 January 19, 2027 February 22, 2027 March 15, 2027 April 20 & 21, 2027	Jamilah Campbell Sarah Lynch Wendy Todd
Year Two Lowcountry Dates:	**Facilitators:**
September 21, 2026 October 19, 2026 November 16, 2026 December 14, 2026 January 19, 2027 February 22, 2027 March 15, 2027 April 20 & 21, 2027	Rikki Benjamin Celeste Robertson Jennifer Shuffler

If you have additional questions please contact Marie Gibbons, Read to Succeed Team Lead, at **mgibbons@ed.sc.gov**.