

MEMORANDUM

TO: District Superintendents
Instructional Leaders
Read to Succeed Liaisons

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

DATE: July 29, 2025

RE: Superintendent GCE Promotion Memo

Overview

Act 114 (Section 59-155-160) requires the retention of third-grade students who score *Does Not Meet Expectations* on the SC READY Reading assessment. Some eligible students may receive one or more Good Cause Exemptions (GCE) as outlined in Act 114.

Superintendent Promotion

If a student does not qualify for a GCE, Act 114 permits a local superintendent to consider promotion based on limited criteria. These include:

- The student's Individualized Education Program (IEP),
- Performance on the statewide summative assessment, or
- Performance on an alternative assessment

Student classwork may not be used for promotion documentation. Superintendents must follow the law's required documentation steps (found on page 10 of the [Third Grade Retention Guidance Document](#)).

Next Steps

If a superintendent elects to promote a student without an existing GCE, the district must submit the determination documentation to the Office of Instructional Supports (OIS).

Submission Location

Please upload superintendent promotion documentation for each applicable student to the Summer Reading Camp folder in the Advanced Data Transfer (ADT) system located in

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the SCDE Member Center. If you do not have access to the Summer Reading Camp folder, please ask your district's Web Access Coordinator (WAC) to grant you access to the folder.

Format

Last fall, the OIS developed sample documentation forms that districts may use to identify third-grade students who are eligible for retention:

- Sample Read to Succeed Exemption from Mandatory Retention (page 38)
- Sample Individualized Reading Plan (page 40)

Districts may use these templates and any associated evidence as their documentation; however, many districts use similar locally developed reporting templates for documenting student progress related to the Read to Succeed Act. Please upload documentation in whatever format/file your district currently uses. Add files to your district folder in the Summer Reading Camp folder.

Deadline

Please upload all superintendent promotion documentation no later than August 15, 2025.

If you have any questions, please contact Alisha Green at akgreen@ed.sc.gov.