



**STATE OF SOUTH CAROLINA**  
**DEPARTMENT OF EDUCATION**

**MOLLY M. SPEARMAN**  
*STATE SUPERINTENDENT OF EDUCATION*

**MEMORANDUM**

To: District Instructional Leaders  
Read to Succeed Liaisons  
Summer Reading Camp Points of Contact

From: Candice M. Lowman  
Education Associate, Read to Succeed Team

Date: April 28, 2015

Re: Summer Reading Pre-Camp Reporting Form

Greetings from the Read to Succeed Team! This memo is to inform you the SCDE is requesting each district to complete an online pre-camp reporting form for your 2015 summer reading camp. The pre-camp reporting form will provide the SCDE with six critical pieces of information prior to the start of your camp: 1) camp location(s), 2) formative assessment used to identify students, 3) pre- and post-assessment(s) that will be used, 4) parent notification, 5) opt out letters, and 6) partnership information. You will also have the opportunity to provide the department with any additional needs you may have in order to provide optimal summer learning opportunities for your students.

The form can be found at <https://www.ed.sc.gov/Survey/index.php?sid=95999&lang=en>. We are asking that you complete the form no later than May 8<sup>th</sup>, 2015. It should be completed by one designated person in your district. The SCDE recognizes that May is a busy month. If your district needs additional time, please notify me so we can arrange a schedule that works for you.

I am the Read to Succeed team member in charge of summer learning opportunities. It is our goal to ensure you have the support you need in order to improve literacy in your district. Please feel free to contact me at [clowman@ed.sc.gov](mailto:clowman@ed.sc.gov) or at 803-734-0091 should you have any questions. The Read to Succeed team is here to help. We all have the same goal, and look forward to continuing and strengthening our partnership with you this year as we move toward improving literacy across South Carolina.

Cc: Jennifer Morrison, Director, Office of School Transformation  
Dr. Julie Fowler, Deputy Superintendent, Division of College and Career Readiness