

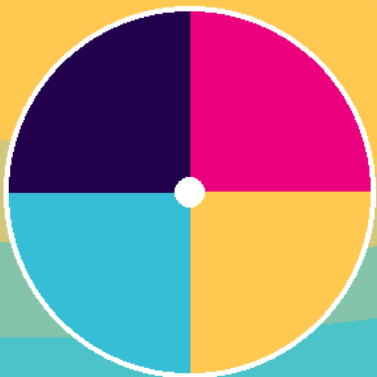


Ignite Reading

Summer School

Partner Playbook

2026



Ignite Reading Summer School Launch Date Timeline

The launch timeline below is designed to provide critical onboarding actions for summer school. If schools need additional time past the deadlines, the launch date will need to shift to accommodate the delay.

Ignite Reading Critical Actions Timeline by Launch Date						
Action	Owner	Deadline: 6/8 Launch**	Deadline: 6/15 Launch	Deadline: 6/22 Launch	Deadline: 6/29 Launch	Deadline: 7/6 Launch
Introduce IT POC to Ignite Reading	District POC	5/15	5/20	5/29	5/29	5/29
Attend Ignite Reading Onboarding Meeting	District POC	5/15	5/20	5/29	5/29	5/29
IT Test Scheduled*	District IT POC	5/15	5/20	5/29	5/29	5/29
Identify Sites and Allocate Seats Per Site	District POC	5/18	5/22	6/1	6/8	6/15
Identify Site Leaders	District POC	5/18	5/22	6/1	6/8	6/15
Complete Summer Onboarding Tracker Tabs: - District Information - Site Information (columns A & B) - Contacts (columns A - M)	District POC	5/18	5/22	6/1	6/8	6/15
Intro Ignite Reading and Summer School to Site Leaders (via email)	District POC	5/18	5/22	6/1	6/8	6/15
IT Set Up Complete	District IT POC	5/22	5/29	6/5	6/12	6/18
Complete Summer Onboarding Tracker Tabs: - Site Information (columns C - I) - Contacts (columns N - AI) - Session Times - Teacher Info - Summer School Schedule	Site Leader	5/22	5/29	6/5	6/12	6/18
Submit Preferred Time Slots	Site Leader	5/22	5/29	6/5	6/12	6/18
Student Roster Submitted**	Site Leader	5/29	6/5	6/12	6/19	6/26
Complete Ignite Reading School Staff Training	New Staff	5/29	6/5	6/12	6/19	6/18
IT Test Complete*	District IT POC	6/3	6/10	6/17	6/24	7/1
Launch		6/8	6/15	6/22	6/29	7/6

*IT test should be held after rosters are submitted and no later than the Wednesday prior to launch

**Schools may not roster for Summer School until 1 business day after their SY 25-26 Ignite Reading program end date

Ignite Reading Summer School Resources and Training



Welcome back - let's get ready for launch

You're a returning partner, so you know the power of Ignite Reading. Use this guide to onboard any new team members and stay on track for a strong summer start.

TRAINING BY ROLE - NEW TO IGNITE READING? START HERE


Site Leaders & Champions <i>New to Ignite Reading this summer?</i>	School Staff <i>Supporting Ignite Reading this summer?</i>	Returning Staff <i>Need a refresher?</i>
<p><i>For new site leaders or site champions joining this year</i></p> <ul style="list-style-type: none"> → Onboarding Training → School Staff Training → Program Overview 	<p><i>For any staff supporting Ignite Reading who are new this year</i></p> <ul style="list-style-type: none"> → School Staff Training → Program Overview 	<p><i>Review materials, download resources, or bring a new team member up to speed</i></p> <ul style="list-style-type: none"> → Downloadable Resources → Program Overview

KEY RESOURCES TO DOWNLOAD & REVIEW

<p> Implementation Playbook</p> <p>Your complete guide to launching Ignite Reading – steps, timelines, expectations, and deliverables</p> <p style="text-align: center;">Download PDF →</p>	<p> Onboarding Resources Downloads</p> <p>Templates, forms, and materials to support your team's preparation and launch</p> <p style="text-align: center;">Browse Resources →</p>
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LAUNCH TIMELINE - KEY MILESTONES

Now	2 Weeks Out	1 Week Out	Launch Day
<ul style="list-style-type: none"> - Complete training - Review the Implementation Playbook - Complete the Summer Onboarding Tracker - Begin IT setup 	<ul style="list-style-type: none"> - Complete IT setup - Submit required deliverables to Ignite Reading 	<ul style="list-style-type: none"> - Confirm schedules, staff roles, & logistics 	<ul style="list-style-type: none"> - Students start Ignite Reading sessions - you're ready!

 **Visit the [Knowledge Base](#)**
 Support, downloadable resources, training, and tips for success

Ignite Reading Summer School Implementation Overview

What to expect this summer

Below is a high-level overview of the phases of your program, what your Ignite Reading team will do, and what's expected from your school.

HIGH-LEVEL OVERVIEW

Week 1 - Baseline

Baseline update:

- New student placement
- Attendance update

Mid-Summer - Ongoing support

Data update:

- Data update on attendance
- Data update on progress for program durations of 4+ weeks

Final Week - End-of-Summer

Wrapping up the summer:

- End-of-summer meeting and wrap-up
- SY26-27 onboarding preview – get a head start for Fall

In Partnership With You

- Monitor attendance – flag concerns early
- Keep 100% of your seats filled
- Reach out to your Literacy Success Partner for support
- Submit a ticket to Support for technology challenges

WHAT PROGRESS LOOKS LIKE

Skills Mastery

Students maintain and strengthen skills already taught

Summer Program Progress

Progress is visible through lesson-to-lesson advancement in the platform and captured in progress reports

Attendance Goal

80% attendance is required to see meaningful results

 **Your Literacy Success Partner is with you every step of the way** – and Literacy Support Hours are always available whenever you need a helping hand



Let's Have a Great Summer Together!

Your Literacy Success Partner is with you
every step of the way.

RESOURCES & SUPPORT

knowledge.ignite-reading.com/home

Literacy Support Hours — available anytime

Contact your Ignite Reading Literacy Success Partner