



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Joseph B. Morton
State Superintendent
of Education

July 26, 2010

MEMORANDUM

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TO: City and County Superintendents of Education

FROM: Joseph B. Morton
State Superintendent of Education

RE: State Department of Education, School Incident Report Resource Guide

The School Incident Report (SIR) program was initiated to meet state and federal reporting needs for serious school violations. It was also designed to give local education agencies (LEAs) comprehensive access to as much information and data as possible to prepare documents, submit grants, and provide public data.

Enclosed is a copy of the State Department of Education (SDE) *School Incident Report Resource Guide*, which will assist school personnel to accurately and consistently report SIR information. It is provided as an additional resource to the information available from related sources such as state laws, SDE manuals and documents, and State Board of Education policies, as well as LEA policies and documents. This document is also posted on-line on the SDE Web site under the Prevention and Support Services Section's discipline link.

If you have additional questions or need clarification, please contact Mr. Jim Toney or Mr. Frank Williamson at 334-242-8165 or e-mail at jtoney@alsde.edu or fwilliamson@alsde.edu.

JBM/JHT/CT

Enclosures

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