September 8, 2014

MEMORANDUM

TO:        City and County Superintendents of Education

FROM:      Thomas R. Bice  
            State Superintendent of Education

RE:        School Safety Planning—Preparing for the Unexpected Professional Learning Unit

In joint collaboration, the Alabama State Department of Education (ALSDE), the Alabama Geographic Information Program Office, and Auburn University Montgomery (Center for Government and Public Affairs) have developed a School Safety Planning—Preparing for the Unexpected Professional Learning Unit (PLU) that is available at no cost to local education agencies. The purpose of this PLU is to provide participants holding Instructional Leader Certification with knowledge to create a culture of continuous learning for all participants in the areas of School Safety Planning—Preparing for the Unexpected by fully addressing Standard 7, Management of the Learning Organization, Alabama Standards for Instructional Leaders. This study will fully align to the 12 Alabama Standards for Professional Development.

Participants will engage in face-to-face and/or online knowledge and content sessions and apply information learned in collaborative meetings with colleagues, online forum discussions, reflections, and assessments. All educators who hold Instructional Leader Certification are required to complete all Phase I, Phase II, Phase III, and Phase IV Activities. Upon successful completion of this professional study, participants holding teacher certification may earn contact hours. Participants may engage in this professional study at no cost (travel expenses may apply).

Please ask personnel to select the location of their choice and register online at https://pdweb.alsde.edu/pdweb. The PLU title number for the sessions is PLUACLD235. The deadline for registration at each site is the Friday before the selected site and date. Participants must register by location. The Cullman and Troy sites will be limited to the first 45 registrants and the Prattville and Evergreen sites will be limited to the first 75 registrants.
The initial professional development is a face-to-face training and must be attended to earn a PLU at one of the following locations:

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| September 23, 2014 | 9 a.m. to 12 noon Registration 8:45 a.m. to 9 a.m. | Cullman County EMA  
2020 Beech Avenue, SE  
Cullman, AL 35056-0924  
(256) 739-5410 |
| September 24, 2014 | 9 a.m. to 12 noon Registration 8:45 a.m. to 9 a.m. | Destiny Christian Center  
1852 Highway 14 East  
Prattville, AL 36066  
(334) 358-1313 |
| September 25, 2014 | 9 a.m. to 12 noon Registration 8:45 a.m. to 9 a.m. | Reid State Technical College  
Edith A. Gray Library &  
Technology Center-Room L116  
100 Highway 83  
Evergreen, AL 36401  
(251) 578-1313 |
| September 30, 2014 | 9 a.m. to 12 noon Registration from 8:45 a.m. to 9 a.m. | Troy City Schools  
358 Elba Highway  
Troy, AL 36079  
(334) 566-3741 |

If you need clarification or have additional questions regarding this opportunity or registration concerns, please contact Dr. Marilyn Lewis or Mr. Tom Mock at 334-242-8165 or e-mail at mlewis@alsde.edu or tmock@alsde.edu.

TRB/TM/BHL

FY14-2101