



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Thomas R. Bice
State Superintendent of Education

October 5, 2015

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Thomas R. Bice *TRB*
State Superintendent of Education

RE: **Revised** Attendance Matters in Alabama Training Sessions

School Attendance Awareness Month has been enlightening and exciting as schools and communities coordinate innovative strategies, town meetings, and celebrations. Please share your special happenings as the importance of being present every day at school is in the spotlight. A missed day—excused or unexcused—is a missed opportunity for students to learn.

Trainings to launch the *2015 School Attendance Manual* will be conducted in October and November. The trainings will also include information on reducing truancy, increasing the graduation rate, facilitating utilization and implementation of the Graduation Tracking System, accessing other INOW reports, and celebrating school attendance.

The scheduled training sessions are as follows:

DATE	TIME	LOCATION
October 22-23, 2015	Registration: 8:00 - 8:30 a.m. Session: 8:30 a.m. - 4:00 p.m.	Trenholm State Community College 1225 Airbase Boulevard, Building D Montgomery, AL 36108
October 28-29, 2015	Registration: 8:00 - 8:30 a.m. Session: 8:30 a.m. - 4:00 p.m.	Culinary Arts Building 19150 Wilters Street Robertsdale, AL 36567
November 5-6, 2015	Registration: 8:00 - 8:30 a.m. Session: 8:30 a.m. - 4:00 p.m.	Technology Center and Technology Academy 2800 Martin Luther King Boulevard Tuscaloosa, AL 35401
November 16-17, 2015	Registration: 8:00 - 8:30 a.m. Session: 8:30 a.m. - 4:00 p.m.	Shelby King Hall (Room 212) 188 Sparkman Drive Huntsville, AL 35899

Please ask participants who plan to attend to register online at <http://pdweb.alsde.edu>. The PD title number for the “Attendance Matters in Alabama” session is **AMA2015**. The deadline for registration is the Friday before the session date.

Each team attending should have a minimum of three members that may include school improvement specialists, counselors, graduation coaches, attendance officers, RTI coordinators, and administrators.

If you should need clarification or have questions regarding these trainings, please contact Dr. Kay Atchison Warfield at kaw@alsde.edu or 334-242-8165 or Dr. Susan McKim at smckim@alsde.edu or 334-242-8165.

TRB/KAW/CT

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