



STATE OF ALABAMA  
**DEPARTMENT OF EDUCATION**



Thomas R. Bice  
 State Superintendent of Education

January 22, 2016

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**MEMORANDUM**

**TO:** City and County Superintendents of Education

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

**RE:** LEA Credit Recovery and Credit Advancement WebEx

The Alabama State Department of Education (ALSDE), Instructional Services Section, will host a Credit Recovery and Credit Advancement WebEx on February 8, 2016, starting at 10 a.m. Since the implementation of the Credit Recovery and Credit Advancement Programs, Instructional Services has fielded many questions regarding these programs.

All school systems offering Credit Recovery and Credit Advancement should review their current plans prior to the scheduled WebEx. School systems may visit the ALSDE Instructional Services link at <http://www.alsde.edu/sec/isvcs/Pages/home.aspx> to gain access to the Credit Recovery/Credit Advancement resources. Click on the light blue tab titled "Graduation Information." This will take you to the Credit Recovery and Credit Advancement resources.

Participants who plan to attend the WebEx should follow the steps below to join the live training session:

1. Go to:  
<https://alsde.webex.com/alsde/k2/j.php?MTID=tae8c5490ad0e90fbf7466ed0e8c12979>.
2. Enter your name and e-mail address.
3. Enter the session password: 2816.
4. Click "Join Now."
5. Follow the instructions that appear on your screen.

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All school systems that are offering a Credit Recovery Program in any of their schools are required to submit their current Credit Recovery Plan to the ALSDE no later than May 10, 2016, to:

Alabama State Department of Education  
Instructional Services Section  
Attn: Mr. Andy Meadows, Education Specialist  
P. O. Box 302101  
Room 3345, Gordon Persons Building  
Montgomery, AL 36130-2101

or

E-mail: [creditrecovery@alsde.edu](mailto:creditrecovery@alsde.edu)

For questions regarding this opportunity, please contact Mr. Andy Meadows, Education Specialist, at [ameadows@alsde.edu](mailto:ameadows@alsde.edu) or via telephone number (334) 353-1191. For WebEx technical concerns, please contact Mrs. Dede Coe at [dcoe1@alsde.edu](mailto:dcoe1@alsde.edu) or via telephone number (334) 242-8792.

TRB:AM:LM

cc: Mrs. Shanthia M. Washington  
Mrs. Robin A. Nelson  
Mr. Andy Meadows  
Mrs. Dede Coe

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