



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Michael Sentance
State Superintendent of Education

December 9, 2016

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Michael Sentance *MS*
State Superintendent of Education

SUBJECT: 2017 Superintendents' Professional Development Training Courses

Alabama Legislative Acts 2001-706 and 2006-196 require city and county superintendents to complete professional development training in education law, school finance, and instruction as a requirement for holding office.

Below you will find dates for the required professional development training courses. Please review your status and schedule and sign up for the appropriate course(s).

<u>Instruction</u>	<u>School Finance</u>	<u>Education Law</u>
January 12-13, 2017	January 19-20, 2017	January 26-27, 2017
July 13-14, 2017	July 20-21, 2017	July 27-28, 2017

The January training sessions will be held at the Bryant Conference Center, 240 Paul W. Bryant Drive on The University of Alabama Campus, Tuscaloosa, Alabama. A block of rooms have been reserved at the Hotel Capstone for participants attending the January training sessions. Attached is a map showing the location of Hotel Capstone. The July training sessions will be held at the School Superintendents of Alabama, 534 Adams Avenue, Montgomery, Alabama. The training will begin at 8 a.m. and will conclude at 4:45 p.m. each day. Reference materials are available at <http://www.uasa.ua.edu> and will be provided in printed form at the session.

Registration for the courses will be handled through STI-PD. Therefore, you will need to log in at <https://pdweb.alsde.edu/pdweb> and follow the prescribed sign-up procedures. The course title is PLUSDELE1. Registration and completion records for this program are maintained by Ms. Patricia A. Freeman. Please contact her by telephone at 334-242-9960 or by e-mail at pfreeman@alsde.edu with questions regarding the registration process. If you have any questions concerning the training, please contact Ms. Freeman at the telephone number or e-mail address listed above.

MS:JL:PAF

Attachment

cc: Dr. Jeffery Langham
Mr. Andy Craig

FY17-1003

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Directions



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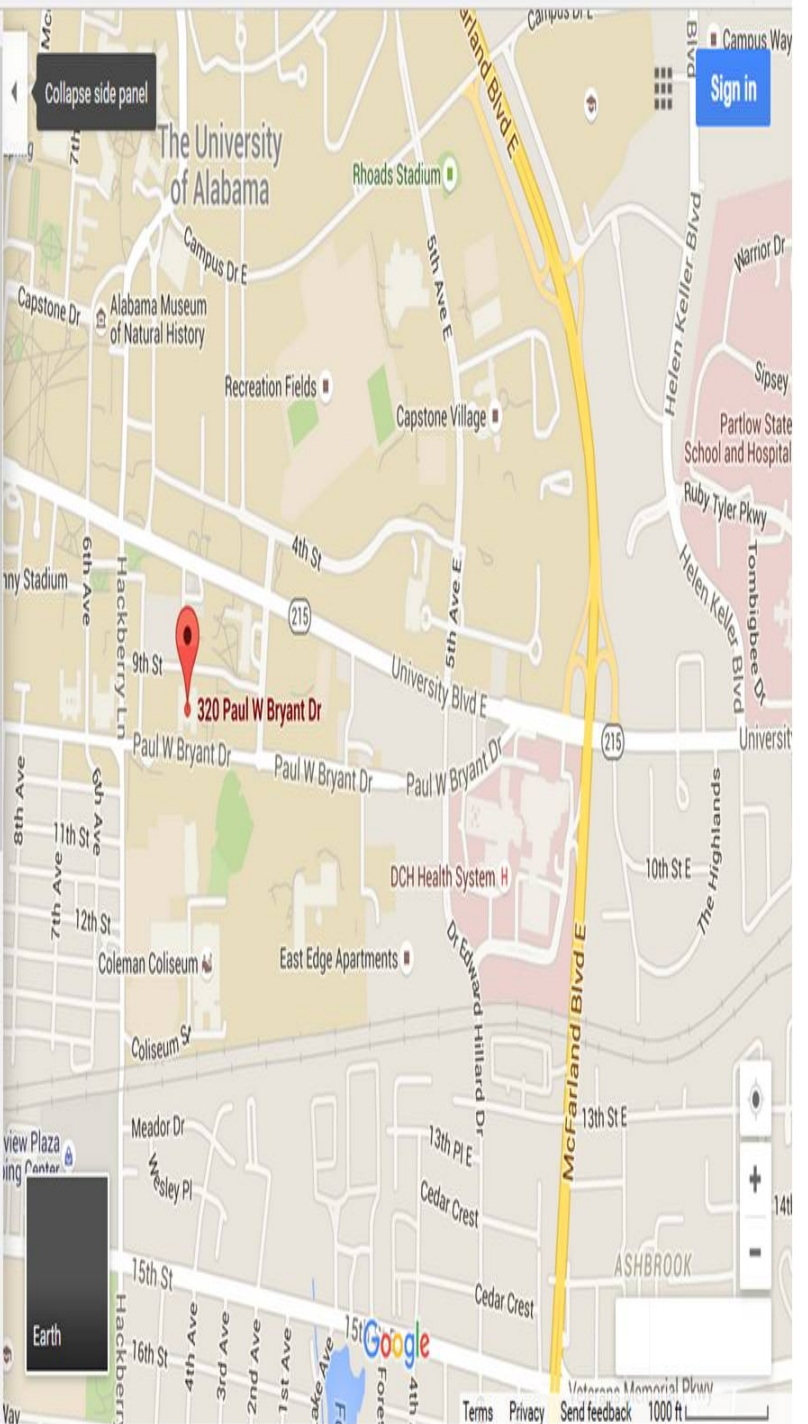
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