



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Michael Sentance
 State Superintendent of Education

November 14, 2016

Alabama
 State Board
 of Education

MEMORANDUM

Governor
 Robert Bentley
 President

TO: City and County Superintendents of Education

Matthew S. Brown, J.D.
 District I

FROM: Michael Sentance *MS*
 State Superintendent of Education

Betty Peters
 District II

RE: *Alabama Student Assessment Program Policies and Procedures for Students of Special Populations Revised Manual*

Stephanie Bell
 District III

The *Alabama Student Assessment Program Policies and Procedures for Students of Special Populations* Manual sets forth the policies, procedures, and guidelines for the participation of students in special populations in the Alabama Student Assessment Program. Those students include students receiving special education and related services in accordance with the *Individuals with Disabilities Education Act (IDEA)*, as amended, students receiving services under Section 504 of the *Rehabilitation Act of 1973*, and English Learners.

Yvette M.
 Richardson, Ed.D.
 District IV
 Vice President

The manual has recently been revised to reflect changes to the program. By way of example only, these revisions include changes to the policy language regarding the availability and development of read-aloud accommodations for students on statewide assessments, including the *ACT Aspire*. The revised manual is available in its entirety via the Alabama State Department of Education's Web site under Department Offices, Office of Student Learning, Student Assessment, Special Populations or alternatively may be accessed at the following link: <http://www.alsde.edu/sec/sa/Pages/home.aspx>.

Ella B. Bell
 District V

Cynthia McCarty, Ph.D.
 District VI

If you have questions, please contact Mrs. Nannette Pence, Student Assessment Section, at 334-242-8038.

Jeff Newman
 District VII

MS/RM/NP

Mary Scott Hunter, J.D.
 District VIII
 President Pro Tem

cc: City and County System Test Coordinators
 City and County Special Education Coordinators
 City and County 504 Coordinators
 City and County EL Coordinators
 Applicable Alabama State Department of Education Staff Members

Michael Sentance
 Secretary and
 Executive Officer

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