



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Michael Sentance
State Superintendent of Education

November 14, 2016

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MEMORANDUM

TO: City and County Superintendents of Education

FROM: Michael Sentance *MS*
State Superintendent of Education

RE: System Test Coordinator Spring Workshop

The System Test Coordinator Spring Workshop has been scheduled for January 11, 2017. The meeting will be held at the Doster Memorial Community Center located at 424 South Northington Street, Prattville, Alabama. Registration for the one-day workshop will begin at 8 a.m. The workshop is scheduled to begin promptly at 8:30 a.m. and conclude by 5 p.m.

It is important that all System Test Coordinators attend the workshop. Attendance is limited to System Test Coordinators. No exceptions, please. A list of local hotels for those who wish to stay overnight is being sent under separate cover to each System Test Coordinator. Any housing, food, and travel expenses incurred will be the responsibility of the school system.

If you have questions, please contact Susan Beard at (334) 242-8038.

MS/RM/SB

cc: City and County System Test Coordinators

FY17-2017