April 12, 2016

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Sherrill W. Parris
Senior Deputy State Superintendent of Education

SUBJECT: 2016 Annual Data Report for Special Education

This is a reminder that the 2016 Annual Data Report information is due to be provided to Data Collection no later than June 10, 2016. The timeline for providing this information will begin on May 25, 2016, and end on June 10, 2016. Original data submissions received after June 10, 2016, will be considered late. Failure to submit data on time may impact your district’s determination status.

All data for these reports must be entered into Chalkable SETS and submitted to the Alabama State Department of Education (ALSDE) only through the Report Desktop, State Reports, District-Approved process.


NOTE: Prior to previewing and submitting the Student Exiting Report, the Child Count date in SETS Utilities, System Files, must be set to 10/01/2015. The Child Count date should not be changed until after the first day of school.

Questions regarding data elements of the Annual Data Report tables should be directed to Mr. Eric Dickson (edickson@alsde.edu) or Dr. Keoneche Green (kgreen@alsde.edu) at (334) 242-8114.

cc: City and County Special Education Coordinators
Directors of Specialized Treatment Centers
Special Education Coordinators of Specialized Treatment Centers
Data Managers
Dr. Linda Felton-Smith
Ms. Crystal Richardson
Mrs. Susan Williamson
Mr. Eric Dickson

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