



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION

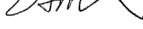


Eric G. Mackey, Ed.D.  
State Superintendent of Education

May 4, 2026

**MEMORANDUM**

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

**FROM:** Eric G. Mackey   
State Superintendent of Education

**RE:** PowerSchool Student Plan and Problem-Solving Team (PST) Processes

Problem-Solving Teams (PSTs) play a critical role in identifying and supporting the academic and behavioral needs of students. According to the *Alabama Administrative Code* (AAC), “Each school shall implement a Problem-Solving Team to address the needs of students who are not responding to instruction and/or behavioral interventions” (AAC 290-13-1-.02(18)). These teams use data-informed decision-making to design, implement, and monitor interventions tailored to the individual needs of each student.

The Alabama State Department of Education (ALSDE) has designated PowerSchool Analytics and Insights (formerly Unified Insights) as the digital platform for collecting and analyzing data, for students in Grades K-12 that inform team decisions, improve student outcomes, and fulfill reporting requirements established within the *Alabama Literacy Act* and the *Alabama Numeracy Act*.

As stated in a previous [memorandum](#) dated June 6, 2025, all student plans requiring Tier III interventions must be documented in PowerSchool Analytics and Insights:

- For students in Grades K-5 with identified consistent deficiencies in literacy, documentation must be entered using the ALSDE Student Reading Improvement Plan (SRIP). For all other identified core academic needs, including mathematics, and/or behavioral concerns, the ALSDE PST Plan must be implemented.
- For students in Grades 6-12 with academic needs and/or behavioral concerns requiring Tier III interventions, documentation must be entered using the ALSDE PST Student Plan.

Corresponding evidence-based interventions are available on the Multi-Tier System of Support (MTSS) Interventions tab within PowerSchool Analytics and Insights. For technical assistance with PowerSchool Analytics and Insights, visit [PowerSchool - The Alabama Edition](#), which includes user guides and on-demand video tutorials. In addition, [Virtual Office Hours](#) are held on the third Friday of every month, from 10:30 a.m. to 11:30 a.m., to address questions related to PSTs, student plans, interventions, and PowerSchool Analytics and Insights.

To support the successful completion of End-of-Year (EOY) processes in PowerSchool Analytics and Insights, the following actions must be completed during each school’s final PST meeting:

- If a student’s plan continues into the next school year, the plan dates must be extended accordingly. SRIPs must be continued until the identified consistent deficiency no longer exists.
- All MTSS Interventions must be completed at the end of the school year.

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- Students in Grades K-5, who participate in summer reading and math camps, will not continue the school year goals during the summer. These students must be added to a summer-only intervention in PowerSchool Analytics and Insights.

As part of EOY data cleanup, ensure the following actions have been completed:

- Only ALSDE-approved templates are used for all student plans.
- ALSDE naming conventions are applied consistently.
- Any training or test plans created during the school year are deleted.

Specific guidance for K-12 summer programming from the Alabama Reading Initiative (ARI), the Office of Mathematics Improvement (OMI), and the Office of Extended Learning (OXL) is available in [memorandum](#) dated March 9, 2026.

For questions, please contact:

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EGM/SJS/MSF

cc: LEA Elementary Curriculum Coordinators  
LEA Middle School Curriculum Coordinators  
LEA Secondary Curriculum Coordinators  
LEA Counseling Coordinators  
LEA PowerSchool Primary Contacts  
LEA Principals  
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Mrs. Kristie Shankles  
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Mrs. Amy Tilford  
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