



STATE OF ALABAMA  
**DEPARTMENT OF EDUCATION**



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

June 12, 2026

**MEMORANDUM**

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

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

**RE:** District Test Coordinators Fall Training—2026

This correspondence is to provide information pertaining to the Alabama Comprehensive Assessment Program (ACAP).

**District Test Coordinators Fall Training**

The annual District Test Coordinators Fall Training has been scheduled for **Wednesday, August 19, 2026**, and **Thursday, August 20, 2026**. The meeting will be held at the Montgomery Marriott Prattville Hotel & Conference Center at Capitol Hill located at 2500 Legends Circle, Prattville, Alabama 36066. Registration for this meeting will begin at 8:30 a.m. on Wednesday. The meeting will begin promptly at 9 a.m. and will conclude by 4 p.m. Thursday's meeting will begin at 8:30 a.m. and will conclude by 2 p.m. Please be advised, there **will not** be a block of rooms reserved.

The purpose of the District Test Coordinators Fall Training is to instruct all District Test Coordinators on the procedures, requirements, and logistics involved with the administration of the 2026-2027 state assessments. Additional information will be emailed to the District Test Coordinators in advance of the training. All identified District Test Coordinators **must** attend, and the meeting is limited to the identified District Test Coordinator(s) **only**. All expenses incurred will be the responsibility of the school system.

**New District Test Coordinators Training**

The New District Test Coordinators Training will be held on **Tuesday, August 18, 2026**, from 8:30 a.m. until 4:30 p.m. This in-person meeting will be held at the Montgomery Marriott Prattville Hotel & Conference Center at Capitol Hill. The purpose of this meeting is to familiarize the new coordinators with policies, procedures, and platforms regarding the ACAP. All new District Test Coordinators, one year or less, are encouraged to attend this unique meeting.

If you have any questions, please contact Mrs. Maggie Hicks at (334) 694-4817 or by email at [mhicks@alsde.edu](mailto:mhicks@alsde.edu).

EGM/MH/KM

cc: City and County District Test Coordinators

FY26-2045

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