



STATE OF ALABAMA
DEPARTMENT OF EDUCATION

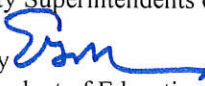


Eric G. Mackey, Ed.D.
State Superintendent of Education

April 28, 2021

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey 
State Superintendent of Education

SUBJECT: 2021 Annual Data Report for Special Education

This is a reminder that the 2021 Annual Data Report information is to be provided to Data Collection **no later than May 28, 2021**. The data collection window for this information will begin on May 12, 2021, and end on May 28, 2021. Original data submissions received after May 28, 2021, may 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 SETS and submitted to the Alabama State Department of Education (ALSDE) only through the Report Desktop, State Reports, District-Approved process.

Detailed directions for completing and submitting the three Annual Data Report tables, *Personnel Data Report*, *Student Exiting Report*, and *Supplemental Data Report*, are outlined in the *Annual Data Report Help Document 2021*. This document is located on the ALSDE website at www.alsde.edu. On the website, hover over the Support Systems link and then select the Special Education Services link under the General Information heading. On the Special Education page, select Data/Reporting from the links on the right side of the page. Next, select the *Annual Data Report Help Document 2021* file under the General Information tab.

NOTE: Prior to previewing and submitting the *Student Exiting Report*, the Child Count date in SETS Utilities, System Files, must be the same date used for the 2020 Child Count submission. **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 Dr. Melissa Card by email at mcard@alsde.edu or by telephone at (334) 694-4782.

EGM/MC/MB

cc: City and County Special Education Coordinators
Directors of Specialized Treatment Centers
Special Education Coordinators of Specialized Treatment Centers
Data Managers
Dr. Daniel Boyd
Mrs. Angela Martin
Mrs. Shanthia Washington
Dr. DaLee Chambers
Mr. Eric Dickson
Dr. Melissa Card

FY21-2071

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