Dear [District/School Name],

The Every Student Succeeds Act (ESSA) requires states to ensure that the total number of students assessed in each subject using an alternate assessment for a student with a significant cognitive disability does not exceed one percent (1%) of the total number of students in the state assessed with Alabama statewide assessments. ESSA also places a 1% threshold on the state participation rate for each content area of the alternate assessment. The One Percent Cap requirement is based on the total number of all students in the state assessed in each content area.

Last year, the U.S. Department of Education (Department) encouraged States to use current year enrollment data to make a credible estimate of the number and percentage of students who will take the Alabama Comprehensive Assessment Program (ACAP) Alternate in 2021-2022. From this guidance, the Alabama State Department of Education (ALSDE) compiled a list of schools that are over the One Percent Cap requirement (according to current enrollment) for 2021-2022. When calculating the data, the ALSDE considered only the grade levels (3-8 and 11) factored into federal accountability.

This email serves as notification that either your district has exceeded the One Percent Cap requirement as defined by the Department or you have a school(s) that exceeded the one percent (1%) cap requirement for school year 2021-2022.

The attached information includes your entire district data, which consists of data for the past four years. This will allow you to see trend(s) within your district and/or schools.

In an effort to provide support and guidance for those districts and/or schools over the 1% cap requirement, Assessment and Special Education Services will host a webinar on [Date and Time] to provide district requirements for this school year (see below for login information to this required training). System Test Coordinators and Special Education Coordinators are required to attend.

Aggregate data is also included to allow for a review of subgroups, within the alternate population, for over representation or unexpected patterns. In an effort to further support your review of the data, ALSDE will host a webinar on [Date and Time] to provide guidance pertaining to disproportionality. System Test Coordinators and Special Education Coordinators are required to attend.

If you have questions, please do not hesitate to contact me.

Sincerely,

[Assessment Coordinator]
Alabama State Department of Education

[Webinar Login Information]