



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



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

May 25, 2023

MEMORANDUM

TO: City and County Superintendents of Education

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

RE: School Incident Reporting (SIR) Data

The close dates are quickly approaching as indicated in the memorandum dated May 15, 2023, titled "End-of-Year Process and Key Dates" ([Click Here](#)). Reviewing and updating these data documents with student information in the Student Incident Report (SIR) Application for the 2022-2023 school year will end **Thursday, June 15, 2023**, with certification occurring on **Friday, June 16, 2023**.

Please see the table below for detailed information on the SIR Application collection window close dates. As a reminder, all updates are completed in PowerSchool and are viewable 24 hours later in the applications under SIR titles in the Alabama Identity Management (AIM) Portal.

A central office staff member who is assigned the role of the key program contact for SIR in the Education Directory (Ed Dir) must certify by the dates below:

Data Points	Access	Review Window Open Dates	Certification Dates by Central Office Staff
Student Incident Report (2022-2023)	Grades 7-12	May 31, 2023	June 16, 2023

If you have any questions, please contact Ms. Ayanna Long at along@alsde.edu or Dr. Autumm Jeter at autumm.jeter@alsde.edu.

EGM:AJ:AL

cc: City and County Safety Coordinator

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