



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



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

March 20, 2024

Alabama  
State Board  
of Education

**MEMORANDUM**

Governor Kay Ivey  
President

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

Jackie Zeigler  
District I

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

Tracie West  
District II  
Vice President

**RE:** Private School Enrollment Survey

Stephanie Bell  
District III

Federal guidelines for the *Every Student Succeeds Act* (ESSA) require that all private and parochial schools within the attendance areas of each local education agency (LEA) be contacted annually and offered the opportunity to participate in those federal programs. The link and instructions for reporting current-year enrollment in private and parochial schools can be found in eGAP 2.0 under ALSDE Resources: Equitable Services with the name "2023-2024 Private School Enrollment Survey Instructions." Each LEA must complete and submit the online survey even if it currently does not have participating private schools. Your completed online survey should be submitted by April 30, 2024.

Yvette M. Richardson, Ed.D.  
District IV

Please be mindful that this data request does not serve as the private schools' invitation to participate in the various federal programs served by the LEA. Although this memo may be a part of the information provided to the private schools, it does not meet the equitable participation requirements as outlined in the ESSA guidance.

Tonya S. Chestnut, Ed.D.  
District V  
President Pro Tem

Marie Manning  
District VI

If you have any questions or need immediate assistance, please contact Mrs. Amanda Rylant at 334-694-4528 or your regional federal programs specialist.

Belinda McRae  
District VII

EGM/AR

Wayne Reynolds, Ed.D.  
District VIII

cc: City and County Federal Programs Coordinators

Eric G. Mackey, Ed.D.  
Secretary and  
Executive Officer

FY24-2033