



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Thomas R. Bice
State Superintendent of Education

January 15, 2014

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Thomas R. Bice *TMB*
State Superintendent of Education

RE: The Alabama K-12 Graduation Tracking System (GTS): An Early Warning Tool Supporting Alabama Students Graduating on Time

In an effort to support the request for additional Graduation Tracking System (GTS) Implementation Training, the Alabama State Department of Education (ALSDE), Prevention and Support Services Section, is adding to the calendar four, one-day regional sessions on the Alabama K-12 Graduation Tracking System (GTS), an early warning tool for identifying K-12 students at risk of school failure. The dates and locations are as follows:

Date	Location
January 22, 2014	Calhoun Community College Aerospace Training Center 6250 U.S. Highway 31 N Tanner, AL 35670
February 4, 2014	Central High School 905 15th Street Tuscaloosa, AL 35401
February 5, 2014	Wallace State Community College 801 Main Street, NW Hanceville, AL 35077
February 26, 2014	AIDT 1 Technology Court Montgomery, AL 36116

Please have participants who plan to attend to select the day and location of choice and register online for this event at <http://pdweb.alsde.edu>. The PD title number for the sessions entitled "The K-12 Graduation Tracking System: An Early Warning Tool Supporting Alabama Students Graduating on Time" is **AGTS2014**. The deadline for registration at each site is the Friday before the selected site and date. Online registration instructions are attached.

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Participants are asked to secure a **remote** INOW INFOCUS password from the local education agency (LEA) technology coordinator prior to training and to bring a laptop or IPAD as Internet service will be provided for real-time GTS experiences.

As the ALSDE summarizes the total effect and implementation of the Alabama K-12 Graduation Tracking System, we ask that you update the attached survey and fax it to 334-353-5962 to the attention of Ms. Anitra Daniels.

If you need clarification or have additional questions regarding this opportunity, please contact Dr. Kay Atchison Warfield at 334-242-8165 or via e-mail at kaw@alsde.edu.

TRB/KAW/AD

Attachments

cc: K-12 Principals

FY14-2031

Online Registration Information
The Alabama K-12 Graduation Tracking System: An Early Warning Tool Supporting Alabama Students Graduating on Time

Participant registration will be managed online by the Alabama State Department of Education (ALSDE) Software Technology, Incorporated (STI) Professional Development program at <https://pdweb.alsde.edu>.

The following directions are provided for STI online registration: **Note – If you were an employee of an Alabama school during the 2013-2014 school year, you are already registered with STI.** Employees experiencing any difficulty should contact their program director (PD), manager, or system technology coordinator for assistance. If you have already used the STI Professional Development program before, please use your assigned username and password for access into the system.

User Name: Using lower case letters, enter the first letter of the legal first name, first letter of the last name, and the last six digits of your social security number.

Example: Name – William Thomas Jones User Name – wj349094

Password: Enter your six-digit birth date separated by dashes. Use two digits for month, two digits for day, and two digits for year.

Example: 02-13-80

LEA: Click on the LEA in which you are employed.

Example: Montgomery County

After logging on successfully, click on **“PD Titles.”** Next, click on **“Search PD Title Catalog.”** In the **“PD Title Number Box”** (far right), enter **AGTS2014.** Next, click the **“Search Now”** button.

Under **“Matching PD Titles,”** you will see the training title, description, objectives, etc. click on **“List”** in the far right corner.

You will see the training dates and locations offered. Click the **“Enroll Now”** button on the selection of your choice.

Select **“Yes”** on the confirm session enrollment page.

A confirmation e-mail will be sent when you have successfully completed registration. Please bring a copy of the confirmation with you to the session for which you are registered. If you are unable to register online, please contact your system’s technology coordinator for assistance.

If you have questions or need additional assistance with registration, please contact the Prevention and Support Services Section at 334-242-8165. Registration will be accepted through the Friday before the selected site and date.

**Implementation Process Survey
Alabama K-12 Graduation Tracking System (GTS)**

Please respond to the following questions and fax this form to the Alabama State Department of Education, Prevention and Support Services Section, to the attention of Ms. Anitra Daniels at 334-353-5962.

1. Circle all grade-level categories currently utilizing and implementing the K-12 “Six-Step Implementation Process for the GTS.”

K – 6

7 – 8

9 – 12

2. Circle grade-level categories that require additional training.

K – 6

7 – 8

9 – 12

3. The local education agency (LEA) coordination for the “Six-Step Implementation Process for the GTS” is mainly the role of one of the following (please circle):

Principal Counselor

Graduation Coach

Social Worker

Lead Teacher

Department Chair

Assistant Principal

Other

4. The following additions, deletions, and/or revisions to the GTS template are recommended:

5. As a result of the development and our full implementation of the GTS as an early warning tool to identify students at risk of school failure, the following success stories are shared:

6. Permission is given to share LEA successes and revisions to the appropriate groups for future development of the GTS and public awareness of fantastic stories of students being successful against all odds.

Superintendent’s Signature

School System