



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



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

July 22, 2020

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey
 State Superintendent of Education

RE: Required Second Grade Child Find Procedures

For the 2020-2021 school year, local education agencies (LEAs) must submit a Plan of Action regarding the implementation of Second Grade Child Find. The guidance follows the standard procedures outlined in the *Required Second Grade Child Find Procedures* document, which is located on the Alabama State Department of Education (ALSDE) website. In the event that your LEA is unable to follow standard procedures, the minimum requirements listed below must be implemented:

- The LEA must be consistent in procedures across the district.
- The LEA must observe all second-grade students as potential gifted referrals using a gifted behavior checklist provided by the ALSDE.
- The LEA must accept standard referrals (as defined in the *Alabama Administrative Code*) for second-grade students.

The LEAs are encouraged to consider all instructional scenarios outlined in the **Roadmap for Reopening Schools** that includes traditional, blended, and remote instruction. Additionally, all LEAs must utilize the Plan of Action template and submit it to the ALSDE by **September 1, 2020**. The Plan of Action will serve as a one-year waiver for the Required Second Grade Child Find Procedures; therefore, the *LEA Plan for Gifted, Section II (Program Goals)* will not require revisions for the 2020-2021 school year. Lastly, a justification statement must be included in the Plan of Action if your LEA is unable to follow the standard procedures. Plans may be submitted electronically to Mrs. Emily P. Hurst at ehurst@alsde.edu or Mrs. Ashley Strickland at ashley.strickland@alsde.edu.

EGM/EH/MLP

cc: City and County Special Education Coordinators
 City and County Gifted Coordinators
 Dr. Daniel Boyd
 Ms. Angela Martin
 Ms. Crystal Richardson
 Ms. Tina Sanders
 Mrs. Emily P. Hurst
 Mrs. Ashley Strickland

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