



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



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

April 22, 2022

**MEMORANDUM**

**TO:** City and County Superintendents of Education  
**FROM:** Eric G. Mackey *EGM*  
State Superintendent of Education  
**RE:** PowerSchool Staff Page

The Alabama State Department of Education (ALSDE) has used various data collection tools in the past to gather and provide reports related to educator experience, in-field status, etc. In using those reporting mechanisms, we have not had the benefit of data being all-inclusive or real-time. During the past year, the ALSDE has worked with PowerSchool to create a Staff Page that will allow us to collect the necessary data on all staff. When all educator data is entered, we will be able to do the following:

- Ensure that all staff have the necessary background clearance.
- Provide real-time data regarding in-field teacher status to stakeholders.
- Provide real-time data for the creation of data maps, which will provide a user-friendly display of data.
- Collect necessary data regarding in-field teacher status, teacher experience, and teacher credentials for required state and federal reports.
- Allow local education agencies (LEAs) to run various reports that will be helpful with staffing.
- Allow LEAs to view the experience of employees earned in other LEAs and eliminate the need for experience verification forms.

Although there are several fields that appear on the Staff Page, many of them are voluntary or will be populated by the ALSDE. The data push of the background, certificate, and higher degree information will be ongoing and should be completed by April 29, 2022. Please click [Updating Staff Records in PowerSchool.pdf](#) to access a detailed chart outlining the fields that are to be completed by the LEA. It is imperative that all staff data entered are accurate and remain current, since inaccuracies and old data could drastically impact what is reported for your LEA.

The priority for the end of the 2021-2022 school year is to input staff data for certified personnel so that we are able to report data and work through any issues during the summer. These data should be entered no later than May 23, 2022. Beginning with the 2022-2023 school year, **ALL** staff data will have to be entered.

If you have any questions, please email [staffpghelp@alsde.edu](mailto:staffpghelp@alsde.edu).

EGM/SYH

cc: LEA Data Managers  
LEA Technology Coordinators  
Mrs. Angela Martin  
Mr. Chuck Marcum

Mr. Sean J. Stevens  
Ms. Shavon Y. Harris  
Mrs. Ronda Adams  
Mrs. Stacy Royster

FY-22-2046

Alabama  
State Board  
of Education

Governor Kay Ivey  
President

Jackie Zeigler  
District I

Tracie West  
District II

Stephanie Bell  
District III

Yvette M. Richardson, Ed.D.  
District IV  
Vice President

Tonya S. Chestnut, Ed.D.  
District V

Cynthia McCarty, Ph.D.  
District VI

Belinda McRae  
District VII

Wayne Reynolds, Ed.D.  
District VIII  
President Pro Tem

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