



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



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

August 22, 2022

**MEMORANDUM**

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

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

**RE:** Required Reporting of Career and Technical Education Program  
Declarations for 2021-2022 in PowerSchool

Career and Technical Education (CTE) data reporting is a required part of the *Strengthening Career and Technical Education for the 21st Century Act* (aka Perkins V). Federal basic reporting requires CTE to collect disaggregated data for its CTE concentrators in the 16 career clusters by program.

All local education agencies (LEAs) must review their program declarations and student declarations for 2021-2022. Regardless of prior submission, all program declarations and student declarations must be verified. If the LEA did not submit declarations, it is imperative that this task be completed immediately. Should the LEA need to make corrections, they may do so at this time. All actions must be completed by the **close of business, Monday, August 29, 2022.**

It is critical that LEAs make all CTE program declarations at the school and student level requested by the Alabama State Department of Education to assist with federal basic reporting in a way that is timely, concise, complete, and accurate. Failure to report in such a manner may jeopardize the LEAs financial grant for the reporting year.

If you have any questions, please contact Ms. Dawn Morrison, Education Administrator, by telephone at (334) 694-4762 or by email at [dmorrison@alsde.edu](mailto:dmorrison@alsde.edu).

EGM/DM/CF

cc: City and County Career and Technical Education Administrators  
City and County Chief School Financial Officers  
Mrs. Angela Martin  
Dr. Brandon T. Payne  
Dr. Jimmy Hull  
Mr. Barry Kachelhofer  
Mr. Dom Martel  
Mrs. Stacy Royster  
Ms. Dawn Morrison

FY22-2088

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