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Our Schools Need The Rainy Day Amendment

Nationwide, economic instability and increased expenses have changed the landscape for financial budgets in business, industry, home, and school. Alabama is no different. At this juncture, proration is inevitable and school systems statewide will feel the effects.

Because of the serious threat of insufficient budgets for Alabama's public schools and the looming consequences of

underfunded programs, an amendment on the November 4th election ballot has been introduced. The success of The Rainy Day Fund Amendment is essential to providing Alabama public schools with the fiscal strength necessary to continue what has been an unprecedented string of academic success. Best of all, The Amendment does not cost tax payers any additional money and in no way further burdens the general public. It is a "win-win" for schools and, more importantly, students.

State Superintendent of Education Joe Morton sat down for a Question and Answer segment on proration, the importance of The Rainy Day Amendment, and why the public's support is critical to the future of education in Alabama.



What exactly is proration?

Alabama has a very good law that says the state cannot operate the education budget or the general fund budget in a deficit. So, when the legislature adopts these two budgets that fund all of the government activity for a year, they estimate tax revenues at a certain level, and if tax revenues do not come in at that level – they come in lower – that is called proration. It really means that the budget is prorated based on the available amount of money. [For example] If they estimate tax revenues at 100 percent, and tax revenues come in at 96 percent, that is 4 percent proration. That means education funds would be cut 4 percent. Regrettably, these cuts come during the school year and hurt classrooms.

How will proration affect the average school?

Certain things have to go on whether we have proration or not. Buildings have to be heated in the winter, buses have to have fuel to run routes, teachers are under contract ... these have to be honored. So it doesn't leave a lot of areas for cuts to make up the short fall. Usually, things are cut like textbooks, library books, field trips, and purchases for school supplies. But if that doesn't do it, at the end of the year, teachers are released. That allows the system to make up the short fall the next school year. So, proration usually means lost jobs in the classrooms, and lost learning opportunities for students.

Are any educational programs or initiatives in danger of being eliminated?

There is great fear that many of our successful programs may be cut. That would really be a tragedy for our state. We're showing such gains in reading, math, science, distance education - things that are really turning our state around. But if the economy keeps shrinking and tax revenues keep coming in at a slower pace those programs may be in jeopardy and that would set Alabama back immeasurably. Proration has much more far-reaching effects than just the few months or year it takes place. When those cuts are put in place, it takes years to get that money back. It has longterm effects on education.

continued on next page ...



continued from front ...

How is America's current financial crisis having an impact on Alabama public schools?

Alabama is definitely affected by what's taking place nationally, and even internationally. The high price of fuel affects everyone. We have 7,000 buses a day on state roads and that cost affects those schools. When the economy slows down our tax revenues slow down. Our main two sources of revenue in Alabama are income taxes and sales taxes. When people have to spend more money on gas than they do on clothing, groceries, or entertainment, the sales tax on those items goes down. If someone is in a mortgage crisis and has to default on their loan, corporations lose profits and they pay less corporate tax. So there's a direct correlation between the economy and how education is funded in Alabama.

What can be done to help ensure economic stability in Alabama public schools?

In 2002, the legislature created, and the people of Alabama approved an amendment that established a "Rainy Day" fund. That fund allows education, through the Governor's declaration of proration, to borrow money from the Oil and Gas Trust Fund. This trust fund has over \$3 billion in it today. When proration occurs, education can access some of that money – up to \$248 million ... but it has to be paid back. That happened once in 2003 and it was paid back in four years. This year, on November 4, there is a Rainy Day fund amendment that modifies the existing amendment ... it makes it more current, changing wording that tied the amendment [strictly] to the 2002 budget, by saying, "of the previous year's adopted budget." The payback provision still stands, so any funds allocated to education to ease proration would still be repaid.

What can parents and/or the general public do to help Alabama schools?

Every so often, an issue comes along that has statewide and long-term implications. November 4, 2008, is one of those times when people can vote to help education and not create any new taxes or any new financial burden on any citizen of Alabama. It just gives education the ability to access funds that are sitting in a trust fund and are readily available.

Alabama needs The Rainy Day Amendment to pass on November 4 to weather proration and not disadvantage public schools. Alabama schools are experiencing great momentum and showing great progress. Students are doing better than they have ever done. The Rainy Day Amendment is the only amendment on the ballot. The public's support is vital to passing this legislation. Please support The Rainy Day Amendment on November 4.

Due to space constraints, this Q&A has been slightly edited from its full context. To see the video-taped conversation with State Superintendent of Education Dr. Joe Morton in its entirety, CLICK HERE.



THE ABCs OF THE RAINY DAY AMENDMENT

Tax revenues will not be enough to fully fund the Fiscal Year 2009 Education Budget. This means proration, and funding will be cut to schools in order to balance the Budget.



WHY IT IS IMPORTANT

- Alabama's public schools are performing at the highest academic levels ever.
- · Alabama's fourth graders led the nation in reading gain last year.
- Alabama's fourth and eighth graders improved at twice the national average in math gain last year.
- Alabama's high school students made gains on both ACT and SAT scores, and every minority group in Alabama outscored their peers nationally on both tests.
- Alabama high school students increased Advanced Placement participation by 24% while the nation increased 8%.
- Alabama schools made Adequate Yearly Progress gains even as the level of difficulty increased.
- All of the positives listed above will be jeopardized unless the Rainy Day Fund Amendment (Amendment 1) is adopted on November 4.



WHAT IT DOES

- It repeals the 2002 amendment adopted by Alabama voters on June 4, 2002.
- The 2002 amendment is flawed in that it "capped" the amount of money that could be temporarily transferred to education from the Alabama Trust Fund (\$3 billion in oil and gas royalties) at 6% of the Fiscal Year 2002 Education Trust Fund Budget—\$248 million.
- The proposed amendment changes the wording to 6.5% of the previous year's adopted Education Trust Fund Budget. In today's terms that means 6.5% of the Fiscal Year 2008 Budget totaling \$6.7 billion—\$435 million.
- It helps all of education (K-12, postsecondary, and higher education), and it also creates a Rainy Day Fund for the General Fund so that vital state services in public health, human resources, Medicaid, and mental health will not be cut drastically in one year.
- It gives the State of Alabama the ability to level out cuts over more than one year in times of proration rather than make lifealtering cuts in one year.



WHAT IT DOES NOT DO

- It does not raise taxes.
- · It does not put the state into "Wall Street" type debt.
- It does not cut education funding in the middle of a school year.
- · It does not slash jobs in the middle of a school year.
- It does not raid local school systems' individual rainy day funds that have taken five to 10 years to create.
- It does not allow education to keep funds from the Alabama Trust Fund. Any money transferred to prevent proration must be returned to the Alabama Trust Fund within six years, so there is strong accountability.



(c) IMMI/SafeGuard

Some Alabama School Systems Start the Year With School Bus Safety Belts in Place

HOW MUCH SAFER IS THE YELLOW SCHOOL BUS THAN THE FAMILY CAR? According to the <u>American School Bus Council</u>, which represents more than 625,000 school bus industry professionals,

the yellow school bus (without seat belts) is 13 times safer than other non-commercial vehicles – including the family car – and is the safest mode of transportation for our nation's schoolchildren.

recommended to the Governor that the state conduct a \$1.4 million pilot

study over three years to explore the issue of the use of school bus

In February 2007, the Governor's Study Group on School Bus Seat Belts

National School Bus Safety Week October 20-24

Alabama school systems participating in a pilot study with new school buses equipped with lap/shoulder seat belts:

- Autauga County
- Boaz City
- Calhoun County
- Conecuh County
- Decatur City
- Dothan City
- Elmore County
- Madison City
- Perry County
- Tuscaloosa County

pilot study to assess the impact of the installation of lap/shoulder seat belts on Alabama school buses.

lap/shoulder seat belts. The Alabama Department of Education, Pupil Transportation Section, in

partnership with the Governor's Office, the Governor's Study Group, and The University Transportation

Center for Alabama, headquartered at The University of Alabama, is conducting the nationally recognized

The Governor's Study Group on School Bus Seat Belts is focusing on several areas:

- 1. Analysis of past school bus accidents in Alabama.
- **2.** Examination of data from overhead cameras installed on 12 pilot buses to determine if students are using seat belts, are using them properly, and if seat belts are having any effect on student behavior.
- 3. Cost-benefit study to determine costs of adding seat belts to all school buses in Alabama.

The projected study completion date is Sept. 30, 2010, pending legislative appropriations for FY 2009 and FY 2010. <u>CLICK HERE</u> to read more about the pilot study and watch a school bus safety video.

New Web Site a Valuable Resource

A new educational resource is now available online to teachers, students, and parents alike, offering a wealth of interesting and exciting information about Alabama.

The site, www.EncyclopediaofAlabama.org (EOA), launched in September with more than 500 articles on Alabama's history, culture, and natural environment. This free reference resource is available from any computer with an Internet connection. EOA offers articles and multimedia that can be used in lesson planning, classroom projects, or student presentations. EOA works along the same lines as Alabama's online homework Web site, www.homeworkalabama.org, which allows students to utilize the Internet to help with school.

Historian and EOA editor-in-chief, **Wayne Flynt**, said the new online resource contains countless amounts of invaluable information. "Imagine accessing the best scholarship, from throughout the world, dealing with Alabama," Flynt said. "Imagine articles about history, geography, science, medicine, sports, flora and fauna, and dozens of other subjects. Imagine it written at approximately a tenth-grade reading level – and free of charge."



Flynt credits an advisory group of teachers and support from the Alabama State Department of Education (SDE) for making EOA available in even the most remote parts of Alabama. The SDE worked with the Alabama Humanities Foundation, EOA's editorial offices (based at Auburn University), and many other organizations and funders to develop EOA. "With the help of gifted, enthusiastic teachers, we believe it will revolutionize the teaching of all things 'Alabama' worldwide," said Flynt.





Alabama schools share \$10,000 in recycling awards from Weyerhaeuser Company Foundation

ALABAMA STUDENTS are expanding school recycling programs and starting new ones, earning a total of \$10,000 as winners of the Weyerhaeuser Company Foundation's 2008 Alabama Excellence in Recycling Awards.

Ten winning schools will receive checks for \$1,000 from the Weyerhaeuser Company Foundation, which sponsors the awards in partnership with the Alabama Department of Education and the Alabama Recycling Coalition. As a part of Weyerhaeuser's partnership to promote recycling in schools, awards are given annually for new and existing recycling programs. Schools use the grant money to fund academic programs, boost existing recycling programs, or to start new recycling projects.

These recycling awards are funded by the Weyerhaeuser Company Foundation, which has a mission to release the potential in people to

strengthen their communities and advance sustainability. Since 1948, the Foundation has directed more than

A Weyerhaeuser Company Foundation

\$183 million to the communities where Weyerhaeuser employees work, live, and play. Nationwide, the Foundation's annual philanthropic budget totals nearly \$10 million. Since beginning the Alabama recycling awards more than ten years ago, the Foundation has donated more than \$130,000 to Alabama schools to help with recycling.

In Alabama, Weyerhaeuser manages more than 660,000 acres of timberland, all certified to the Sustainable Forestry Initiative (SFITM) environmental standard. Alabama operations include the Pine Hill operation in Wilcox County, which has lumber, veneer, and timberlands and tree improvement businesses; iLevel operations including a lumber operation in Millport, a Hardwood and Industrial Products Service Center in Tuscumbia; and an iLevel Veneer Technologies engineered wood products operation near Evergreen. Weyerhaeuser employs more than 675 Alabamians in full-time, family-wage jobs.

Winners for existing programs are:

Athens High School, Athens Paul W. Bryant High School, Tuscaloosa Baker High School, Mobile Oak Hill School, Tuscaloosa Andalusia Elementary School, Andalusia

Winners for new programs are:

East Limestone High School, Athens Rucker Boulevard Elementary, Enterprise Discovery Middle School, Madison Cherokee Elementary School, Guntersville Greystone Elementary School, Hoover

Weyerhaeuser Company, one of the world's largest forest products companies, was incorporated in 1900. In 2007, sales were \$16.3 billion. It has offices or operations in 13 countries, with customers worldwide. Weyerhaeuser is principally engaged in the growing and harvesting of timber; the manufacture, distribution, and sale of forest products; and real estate construction, development, and related activities. CLICK HERE for additional information about Weyerhaeuser's businesses, products, and practices.

Madison City Teacher Receives Back-To-Back Golden Apple Awards

Department Chair for Fine and Performing Arts
MELISSA HUGHEY at Bob
Jones High School in the
Madison City School System
was recently awarded
The Golden Apple Teacher
Award in The Scholastic Art
& Writing Awards of 2008.
She also received this
national award in 2007,
making her the first back-toback recipient, according to
the scholastic program.

The award includes a cash grant of \$1,000 and recognizes the special role that teachers play in shaping the creative future of the

nation by supporting the creative



GOLDEN APPLE AWARD

endeavors of their students.

The Golden Apple Teacher Award is presented to the teacher, or group of teachers, that submits the most outstanding group of student entries within a program year at the national level of The Scholastic Art & Writing Awards, a prestigious national competition for students in Grades 7-12. Nationally,

more than 100,000 works of art and writing are submitted to The Scholastic Art & Writing Awards.

Bob Jones High School students submitted 143 entries, received 12 of the 800 national awards in art, and 3 of the 150 national portfolio awards. In the 2007-08 school year, Bob Jones High School art students received more than \$9 million in scholarships.

State Board Member:
Dr. Mary Jane Caylor - District 8
Superintendent: Dr. Dee Fowler
Principal: Mr. Robert Vincent Parker

Munford Gets Green For Going Green

THE U.S. FOREST SERVICE announced a major donation of \$125,000 to Munford Middle and High schools at a ceremony at Munford Elementary School for start-up funding to bring the environmental-learning model to the area. Representatives from the forest service visited Munford Elementary to applaud the school for its use of environmental structures and exhibits to motivate and teach students about the environment.

Tom Peterson, acting regional forester for the southern U.S. region, announced the commitment. "An exciting new concept in environmental learning was born here," Peterson said. "In my estimation, Munford Elementary serves not only as a model for Alabama, but for the nation. A model from which conservation leaders can emerge." Peterson said he hoped the schools' commitment to conservation would lead to a generation of Munford students who would become citizens who support environmental conservation.

Some of the proposed projects for the middle and high school include: a greenhouse, a weather station, a two-acre wetland project and outdoor classroom, and numerous displays and exhibits. When Munford Elementary opened in August 2001, it was the first school in the Southeast designed with

an environmental education theme and interactive and educational displays.

Talladega County Board of Education member **Johnny Ponder** was recognized with a plaque and a preserved section cut from a 230-year-old longleaf pine tree, presented by the forest service. **Miera Crawford Nagy**, forest supervisor for national forests in Alabama, said, "Probably each one of you has an example of something Johnny Ponder has done, has inspired you, has helped you with, or gave you that little nudge to take that one extra step."

Peterson said he hoped to return in the future to check out the improvements the schools have made.

State Board Member: Stephanie W. Bell - District 3
Superintendent: Dr. Suzanne Lacey
Munford Elementary Principal: Mrs. Rebecca Robinson
Munford Middle Principal: Mrs. Angel Carter
Munford High Principal: Mr. Judson Warlick

Five Alabama Public Schools Take the Blue Ribbon

U.S. SECRETARY OF EDUCATION MARGARET SPELLINGS

recently named five Alabama public schools as 2008 No Child Left Behind-Blue Ribbon Schools.

Alabama's five honored schools are among approximately 300 schools selected nationwide. The No Child Left Behind-Blue Ribbon Schools program honors public and private K-12 schools that are either academically superior or that demonstrate dramatic gains in student achievement. Schools are nationally recognized for their academic achievement as some of America's most successful schools. The No Child Left Behind-Blue Ribbon Schools designation acknowledges the hard work of students, staff members, families, and the community in closing the achievement gap.

To be selected as No Child Left Behind-Blue Ribbon Schools, schools must meet either of two assessment criteria:

- 1. The program recognizes schools that have at least 40 percent of their students from disadvantaged backgrounds that dramatically improve student performance in accordance with state assessment systems.
- 2. The program rewards schools that score in the top 10 percent on state assessments.

At least one-third of the schools submitted by each state must meet the first criterion of having 40 percent of the students from disadvantaged backgrounds.



Alabama's 2008 No Child Left Behind-Blue Ribbon Schools:

- Wrights Mill Road Elementary School, Auburn City Schools Principal: Lynda Tremaine
- Leon Sheffield Magnet Elementary School, Decatur City Schools Principal: Rachel Real Poovey
- Demopolis High School, Demopolis City Schools Principal: Dr. Isaac Espy
- Spain Park High School, Hoover City Schools Principal: William Broadway
- George Hall Elementary School, Mobile County Schools Principal: Terri Tomlinson

No Child Left Behind-Blue Ribbon Schools will be honored this fall at an awards ceremony in Washington, D.C. For more information and a complete list of schools, <u>CLICK HERE</u> or contact **Dr. Tony Thacker** at tthacker@alsde.edu or 334-353-4810.



Imagine a New School



by Roy Hudson

Imagine a school where creativity is valued over rote memorization. Imagine a school where innovation is prized more than knowing a list of details. Not possible? According to a new national study conducted by Lake Research Partners, nine in ten American voters (89%) say that using imagination in the classroom is important to innovation and one's success in a global, knowledge-based economy and essential to success in the 21st century. However, 69% of these same respondents believe that, when compared to other nations, American education devotes less attention to developing the imagination and innovation.

We must change the way we teach our children. The arts, for the most part, are considered to be elective courses or extracurricular activities. 91% of respondents in the Lake Research Partners Survey believe that an education in and through the arts helps to substantiate imaginative learning. They feel that the arts should be considered a part of the basics even though arts teachers have to prove their relevance to public education virtually every single day.

Key findings of the study show that 63% of voters strongly believe that building capacities of the imagination that lead to innovation is just as important as the basics for all students in the classroom. These same voters would like to see more emphasis placed on promoting the imagination in the classroom because it is essential in creating schools that can be successful

Innovation and imagination must be promoted and encouraged in our core classes.

in the 21st century marketplace and in developing above-average students. Eighty-eight percent indicated that an education in and through the arts is essential to cultivating the imagination.

The results of this study echo the sentiments of a survey that was conducted by the Conference Board in 2006 in which three-fourths of the nation's top business leaders said that creativity and innovation were among the top five skills likely to increase in importance for America's high school graduates.

These findings clearly send a signal to our school boards and our administrations to develop and support arts education at all grade levels, but it goes far beyond that. Imagination and innovation must be promoted and encouraged across the curriculum in the core classes. We must find a way to tap into the critical thinking skills of our students.

It was not just great science that led Americans to walk on the moon – it was vision and daring.

It was not just a great mathematical mind that led Bill Gates to the invention of Windows - it was creativity and innovation. And the dates and places of this past year's political campaign are not nearly as important as the passion and rhetoric of possibly the most important campaign in our republic's history - when the first woman and the first African-American had the opportunity to secure the Democratic nomination for the presidency.

> When I began to develop the theatre department at Shades Valley High School, I knew that to survive it had to be different - it had to be relevant. With the help of a progressive administration, we created the Shades Valley Theatre Academy. It is now one of the top performing high school theatre programs in the country in terms of theatre performance, academics, and scholarships offered to our students.

Academically, this past year, I had students who were ranked #1 in the freshman, sophomore, and junior classes and #2 in the senior class. We had fourteen top twenty students, and we average between 1.5 and 2.5 million dollars in scholarships offered every year to our seniors. The important fact to note is that academics are critical to our department and creativity and imagination are the way we approach their studies and their lives. Their degree choices in college are as diverse as bio-chemistry, engineering, pre-med, pre-law, psychology, veterinary medicine, forestry, education, science, communications, and, of course, theatre.

We must imagine a new school. In this school, the arts are crucial to the educational fabric of our children's education. I urge you to seriously look at the results of this remarkable new survey. I encourage you to bring imagination and innovation into your own classroom. It is time to imagine a new school that allows our students the opportunity to compete in the 21st century marketplace.

> Together, we can do more than imagine a new school. Together, we can build one.

> > For more on the Lake Research Partners Survey, CLICK HERE.

> > > Roy Hudson is the 2008-2009 Alabama Teacher of the Year and Secondary Teacher of the Year. He teaches theatre at Shades Valley High School in Jefferson County.





Celebrate Parental Involvement!

OCTOBER IS PARENT VISITATION MONTH IN ALABAMA.

Teachers are encouraged to promote parental involvement, not only in the month of October, but year round as the partnership between home and school is essential to student success. Across Alabama, schools are opening their doors to the community. In return, there are some basic fundamentals that teachers can remind their students' parents of to help teachers, parents, and students have a productive school year. **Nakia Thomas**, executive director of the Alabama PTA, said the most basic statement that can be made about parent and family involvement in education is that when it happens, "everyone benefits. Studies show when parents get involved in their child's education, good things happen," Thomas said. "Grades and test scores improve and behavior problems decrease."

These simple steps will make a powerful difference for all children:

- **1. Prepare your child to be ready to learn:** Studies show that children who eat breakfast do better in school.
- **2. Avoid morning rush:** Set out clothes and gather all school supplies the night before, get your child to school on time.
- **3. Make sure he or she gets plenty of rest:** Set a regular bedtime schedule and stick to it.
- **4. Talk with your child about school:** Keep the lines of communication open at all times. Help with homework.
- **5. Talk with the teacher:** Don't just communicate twice a year at a parent-teacher conference.
- **6. Attend school family events:** Open house, fall festival, PTA meetings create a connection between home and school.
- 7. Volunteer your time: An hour a semester makes a difference.



IN MEMORY

The Alabama Department of Education expresses its condolences and appreciation to the life and service of Saraland City School Superintendent, Dr. David Stiles. Dr. Stiles was laid to rest on Thursday, September 11, 2008. A Scholarship Fund has been established in his name. Contact the Saraland City School System at (251) 375-5420 for more information.

Awards, Opportunities, and Professional Development

Barnes & Noble Educator Appreciation Days!

Pre-K - 12th Grade Educators can visit any Barnes & Noble bookstore October 11-19 and receive a special 25% discount on classroom and personal purchases as well as a 10% discount on DVDs and music with an Educator Discount Card. CLICK HERE for store locations and details.

Students in Grades 3-5 can nominate or urge their teachers to apply for the 2009 Phil Mickelson ExxonMobil Teachers Academy, an all-expenses-paid camp where teachers learn about math and science through fun activities. CLICK HERE for info.

DEADLINE: October 31

2009 Outdoor Alabama Photo Contest is open to students ages 6-18. Winning entries will be published in the February 2009 issue of Outdoor Alabama magazine. For questions, call 1-800-262-3151 or CLICK HERE. Send entries to: Photo Contest, Outdoor Alabama, 64 N. Union St., Suite 106, Montgomery, AL 36130. **DEADLINE: October 31**

Schools and public libraries will receive free **Picturing America** materials – high-quality reproductions of 40 great American works of art and an illustrated teacher resource book for all grade levels – in spring 2009. Picturing America is designed to promote the study, teaching, and understanding of American history and culture by exposing students and the public to America's art treasures. CLICK HERE for info.

DEADLINE: October 31

The Kennedy Center Alliance for Arts Education Network (KCAAEN) and the National School Boards Association (NSBA) Award recognizes a local school board for outstanding support of the arts in education. Contact the Alabama Alliance for Arts Education for an application at aaae@bellsouth.net or 334-269-1435. Send applications to: AAAE, KCAAEN and NSBA Award, Alabama Alliance for Arts Education, 410 No. Hull St., Montgomery, AL 36104

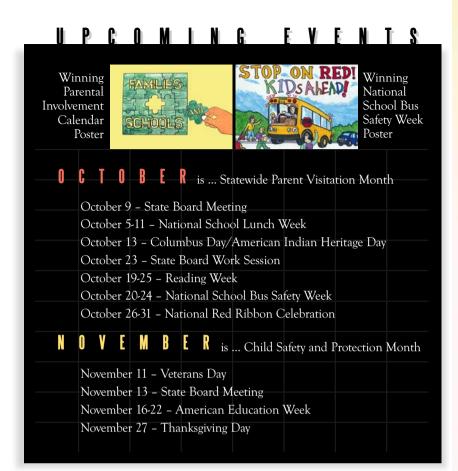
DEADLINE: November 1

Are You Smarter Than A Fifth Grader?

<u>Submit questions online for the TV show HERE</u> and win prizes for your classroom.

The National History Education Clearinghouse is a central online location for accessing high-quality resources in K-12 U.S. history education.

<u>CLICK HERE</u> for info.





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State Superintendent of Education and Secretary and Executive Officer of the Alabama Board of Education | Joseph B. Morton

Resolution in Recognition of the Family of George Hearn, West Forest Intermediate School, Opelika City Schools, as the Statewide Winning Family in the 2008 Poster Contest on Parental Involvement

Resolution to Adopt the School Library Media Plan for the 21st Century Learner

For a complete list of agenda items, visit the Alabama Department of Education's Web site www.alsde.edu under "Board of Ed."

Alabama Education News (USPS #387-290) is published monthly except for June, July, and December by the Alabama Department of Education, P.O. Box 302101, Montgomery, AL 36130-2101. Periodicals postage paid at Montgomery, AL and additional offices.

POSTMASTER: Send address changes to Alabama Education News, P.O. Box 302101. Montgomery, AL 36130-2101.

Alabama Education News is composed by the Alabama Department of Education's Communication Section and printed by EBSCO Media of Birmingham. This publication, authorized by Section 16-2-4 of the Code of Alabama, as recompiled in 1975, is a public service of the Alabama Department of Education designed to inform citizens and educators about programs and goals of public education in Alabama.

No person shall be denied employment, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any program or activity on the basis of disability, sex, race, religion, national origin, color, or age. Ref: Sec. 1983, Civil Rights Act, 42 U.S.C.; Title VI and VII, Civil Rights Act of 1964; Rehabilitation Act of 1973, Sec. 504; Age Discrimination in Employment Act: Equal Pay Act of 1963: Title IX of the Education Amendment of 1972: Title IX Coordinator, P.O. Box 302101, Montgomery, Alabama 36130-2101 or call (334) 242-8444.

Copies available in Braille or other forms upon request.

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