



Clayton County Public Schools

Office of Federal Programs

1058 Fifth Avenue. Jonesboro, Georgia 30236 (770) 473-2700

DR. MORCEASE J. BEASLEY
Superintendent of Schools

KATRINA THOMPSON
Director
Federal Programs

August 5th, 2021

Private School Administrator

Dear Administrator,

The Georgia General Assembly Unannotated Code requires that *“Within 30 days after the beginning of each school year, it shall be the duty of the administrator of each private school to provide to the school superintendent of each local public school district which has residents enrolled in the private school a list of the name, age, grade level, and residence of each resident so enrolled. At the end of each school month, it shall be the duty of the administrator of each private school to notify the school superintendent of each local public school district of the name, age, grade level, and residence of each student residing in the public school district who enrolls or terminates enrollment at the private school during the immediately preceding school month. Such records shall indicate when attendance has been suspended and the grounds for such suspension. Enrollment records and reports shall not be used for any purpose except providing necessary enrollment information, except with the permission of the parent or guardian of a child, pursuant to the subpoena of a court of competent jurisdiction, or for verification of attendance by the Department of Public Safety for the purposes set forth in subsection (a.1) of Code Section 40-5-22.”*

Clayton County Public Schools is requesting information on Clayton County residence students attending your private institution. Attached is a copy of Georgia Department of Education form 1111 (DE-1111) which is utilized to collect the data.

Please complete and return form DE-1111 to the address below no later than September 10th, 2021. Completed forms can also be emailed in an Excel spreadsheet. To request an electronic template of the form, please email Alexia Burnett at alexia.burnett@clayton.k12.ga.us.

If you have questions, please do not hesitate to contact Katrina Thompson at 770-473-2700 ext. 700290.

Return form to:

Katrina Thompson
Office of Federal Programs, B258
Clayton County Public Schools
1058 Fifth Ave
Jonesboro, GA 30236

Thank you for your prompt attention to this matter.

Katrina Thompson
Director of Federal Programs
Clayton County Public Schools