



**Matt Massey**  
SUPERINTENDENT

**Mr. Nathan Curry**  
District 1

**Mrs. Angie Bates**  
District 2

**Mrs. Mary Louise Stowe**  
District 3

**Mr. Dave Weis**  
District 4

**Mrs. Shere Rucker**  
District 5

**Madison County Schools**  
1275 Jordan Road  
Huntsville, AL 35811

September 20, 2017

Dear Parent/Guardian:

The Madison County Schools System is entitled to certain federal monies if the mother, father, stepmother, stepfather, or guardian of a student is employed on certain federal properties, is on active duty in the uniformed services or reserves, or lives in federal public housing. To be eligible for funding, The Madison County Schools System must be able to substantiate our claim with the information requested on the back of this letter.

Please complete the form on the back of this letter for **each** child if either parent **WORKS ON or LIVES ON FEDERAL PROPERTY or is ACTIVE DUTY in the UNIFORMED SERVICES or RESERVES**. Please complete Section 1 in its entirety and Sections II, III, and IV as appropriate on the Pupil-Parent Survey form on the back. Sign and date the form on September 20, 2017, or later.

1. **SECTION I:** A separate form should be filled out for **each** student that attends Madison County Schools in grades PreK-12. Please complete every blank in Section I, to include any siblings at other schools.
2. **SECTION II:** If the address listed in Section I is on federal property (Military Housing/U.S. Housing Authority), please check "yes." Then indicate with a check in Section II the name of the property where the address is located. If your housing is not listed and you believe it to be federal property, please check "other" and write the name of the property. If "no" is checked, go to Section III.
3. **SECTION III:** If the parent or guardian is employed by the Federal Government **or works on federal property, check "yes"** and fill in Section III. List the name of each parent or guardian who is employed by the Federal Government or works on federal property, the name of their employer, and **the address of the federal property where the parent or guardian reports to work**. Then check the property where the parent or guardian works. If the property is not listed, check "other" and write the name of the property. If "no" is checked, go to Section IV.
4. **SECTION IV:** If either parent or guardian is on ACTIVE DUTY in the UNIFORMED SERVICES or RESERVES, check "yes" and the branch of service. Then fill in the parent's name and rank.
5. **SECTION V:** To validate your form, it must be signed and dated with the appropriate date. Please sign and date the form on or after September 20, 2017.
6. **If none of the questions apply to you**, fill in the Student Information in Section I and mark "no" by all questions. Sign the bottom of the page and return the form to your child's school, so they will know you have seen the Survey Form.

The information requested is the minimum information required by the Federal Government for MCSS to receive money for operating our schools. Your help is needed to obtain these necessary funds. Please fill out the Survey Form, sign, date (on or after September 20, 2017) and have your child return it to the school.

**PLEASE RETURN COMPLETED FORM BY MONDAY, SEPTEMBER 25, 2017.**

Thank you!

Matt Massey  
Superintendent

**LEADERSHIP. PASSION. KNOWLEDGE.**

P: 256.852.2557 • F: 256.382.4607 • [mcस्क12.org](http://mcस्क12.org)