



Wyoming Department of Education

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MEMORANDUM NO. 2007- 117

TO: School District Superintendents

FROM: Shadd Schutte, WISE Project Manager
Technology, Careers & Data Unit ^{SAS}

DATE: June 22, 2007

SUBJECT: New Year Rollover procedures for SIS and SIF agents.

IMPORTANT SYSTEM INFORMATION

It is once again time for the New Year Rollover (NYR) process. This process also referred to as the *End-of-Year Processing* in some districts, repairs data for the next school year. It varies widely from application to application and is often an iterative process that spans several weeks or months. SIF-specific NYR tasks typically involve configuring the Student Information System. Its SIF Agent publishes data for the upcoming school year so that all subscribing SIF Agents will receive next year's data. Once that is complete, the subscribing SIF Agents can "resynchronize" with the new data set.

For this year's NYR process, Edustructures has provided the associated documents. These documents have been posted on the WISE website for your review and consultation.

Please contact Shadd Schutte, the WDE WISE Project Manager, with your NYR completion date. By doing this, it will continue the seamless operation of the WISE data collections as well as provide timely solutions to any issues that arise.

If you have any questions or concerns please contact Shadd Schutte at sschut@educ.state.wy.us or by phone at (307) 777-3656.

CC:
District Technology Coordinators
WISE Coordinators