



## Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction  
Hathaway Building, 2nd Floor, 2300 Capitol Avenue  
Cheyenne, WY 82002-0050  
Phone 307-777-7673 Fax 307-777-6234 Website [www.k12.wy.us](http://www.k12.wy.us)

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### MEMORANDUM NO. 2007 - 135

**TO:** School District Superintendents  
Business Managers

**FROM:** Vince Meyer *V.M.*  
Data Services Supervisor  
Technology, Careers, and Data

**DATE:** August 10, 2007

**SUBJECT:** WDE684 – WISE Teacher-Course-Student Data Collection

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### DATA COLLECTION INFORMATION

The Wyoming Department of Education (WDE) will require two submissions of the WDE684 – WISE (Wyoming Integrated Statewide Education Data System) Teacher-Course-Student data for the 2007-08 school year. A third collection may potentially be required to further support the Proficiency Assessments for Wyoming Students (PAWS) administration, but details have not been finalized. More information on this third collection will be made available soon.

#### Fall 2007-08 Submission

The first collection will be a snapshot of your district's enrollment as of October 1, 2007. This data set will be the official enrollment within your district for the 2007-08 school year. The submission window for this collection will be from October 1, 2007 to October 12, 2007. It is highly recommended that your district upload your data by October 10, 2007. This will ensure that data can be validated and errors can be corrected before the data are sent to WDE. **Data must be sent to the WDE by 5:00 p.m. on October 12, 2007.**

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### **Spring 2007-08 Submission**

The second submission will be a snapshot of your district's enrollment as of March 12, 2008, which is the first day of the PAWS testing window. The submission window for this collection will be from March 12, 2008 to March 28, 2008. **Data must be sent to the WDE by 5:00 p.m. on March 28, 2008.**

**The students enrolled in your district on March 12, 2008 are included in Adequate Yearly Progress (AYP) determinations for your district.**

### **Changes to the WDE684**

There are two new elements on this year's WDE684 data collections. The first element identifies home school students within your school district. The definition of a home school student is as follows:

*Is this student receiving their primary educational instruction in a home environment for reasons other than health and attends public school 50% or less of the school day?*

The second element provides additional information on a student's English Language Learner (ELL) status. Once a student receives a proficient or a transitional level on the Wyoming English Language Learners Assessment (WELLA), they are required to be monitored for 2 years. The second new element identifies which year of monitoring the student is in.

### **Documentation on WISE Website**

New to the WISE website will be a data collection guidebook on the WDE684. It was created to supplement the data elements document and to provide an overview on the WDE684 collection.

**The fall 2007 WDE684 documentation will be available on the Internet at <http://www.k12.wy.us/wise/> no later than August 24, 2007.**

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If you have any content or submission questions about the WDE684,  
please contact Kelly R. Breeden at 307-777-8751 or  
[kbreed@educ.state.wy.us](mailto:kbreed@educ.state.wy.us).

If you have any questions about the WISE project, please contact Shadd  
Schutte at 307-777-3656 or [sschut@educ.state.wy.us](mailto:sschut@educ.state.wy.us).

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