



Wyoming Department of Education

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MEMORANDUM NO. 2007-150

TO: School District Superintendents
Business Managers

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

DATE: August 31, 2007

SUBJECT: FALL 2007 WEN VIDEO TRAININGS
WDE602 – WISE School District Staff Member Collection
WDE607 – WISE Dropout Statistics Collection

REMINDER – DATA COLLECTION WEN VIDEO TRAININGS

The Wyoming Department of Education (WDE) will hold training sessions on **September 11th and 12th** to address the WDE602 - WISE School District Staff Member Collection and the WDE607 - WISE Dropout Statistics Collection. This memorandum serves as a reminder to the Superintendent's Memorandum #2007-134, which was posted on August 10, 2007. The training sessions will be interactive and administered over the Wyoming Equality Video Network (WEN).

Both collections are migrating to the WISE system for the first time this fall. Districts will also be required to submit student-level data for the WDE607 (as originally mentioned in Superintendent's Memos #2007-121). It is critical that the technical and content personnel for these collections attend the respective training(s).

Materials for both collections will be posted on the WISE website at http://www.k12.wy.us/wise/wise_home.htm no later than September 7, 2007.

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The WISE data submission trainings are scheduled as follows:

- ◆ **Tuesday, September 11, 2007, 2:00 p.m. – 3:50 p.m.**
WDE602 – WISE School District Staff Member Collection

- ◆ **Wednesday, September 12, 2007, 2:00 p.m. – 4:00 p.m.**
WDE607 – WISE Dropout Statistics

The last date to sign up your WEN site is September 5, 2007. If you are interested in joining any of these trainings, please contact your local high school or community college and ask their local WEN Video scheduler to sign up your site.

If you have any content questions about the WDE602 data collection, please contact Ann-Marie Trujillo at 307-777-6252 or atrujil@educ.state.wy.us.

If you have any content questions about the WDE607 data collection or any submission questions, please contact Kelly R. Breeden at 307-777-8751 or 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.

VM:kb