



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

MEMORANDUM NO. 2008 - 063

TO: School District Superintendents
WISE Coordinators
Business Managers

FROM: Kelly Archer *K.R.A.*
Data Analyst
Technology, Careers, and Data

DATE: April 25, 2008

SUBJECT: March 2008 WDE 684 Data Access

March 2008 WDE 684 Data Access

The Wyoming Department of Education (WDE) is posting your March 2008 student-level data from the WDE 684 – WISE Certified Teacher-Course-Student Data Collection. WDE is providing secure access to this data online to facilitate in your district's final review of these data.

Why is the Accuracy of the March 2008 WDE684 Important?

It is imperative that each district perform this final review of their most recent March 2008 WDE 684 submission (this process follows the already completed initial submission and subsequent data-cleaning resubmission). The data from this collection are utilized in a variety of ways, as stated within Superintendent's Memo #2008-036:

“The data are utilized in identification of At-Risk students (Free and Reduced Lunch, English Language Learner, and/or Mobile Students as defined by WDE rules and regulations) for use in the Wyoming Education Resource Block Grant Model and Adequate Yearly Progress (AYP) determination.”

Within the same memo, districts were also informed:

1. that student-level WDE 684 data will be posted online from May 12, 2008 to May 16, 2008
2. to have their WDE 684 personnel contact Kelly Archer between May 19, 2008 and May 30, 2008 if discrepancies are found
3. and that **no changes will be accepted or made to the WDE 684 data after June 6, 2008**

When will the Data be Posted?

On May 12, 2008, March 2008 WDE 684 data will be posted online at edu.wyoming.gov (the WDE universal portal resource tool, Wyoming Education Fusion, which is just beginning to be rolled out). This is a secure website; a user name and password will be required to access the data.

How Do I Access the Data?

To access the data, you will be required to enter in your district's State Report Manager (SRM) username and password. Your WISE Coordinator and/or WDE 684 contact has this username and password. Please work directly with this person to gain access to your district's March 2008 WDE 684 data via edu.wyoming.gov. To view the reports, select the link at the bottom of the page to login to Fusion, select the Data Collection tab at the top of the page, and select the WDE 684 Collection Data link to view the list of available reports.

Who Do I Contact for More Information?

If you have any questions regarding this process, please contact Kelly Archer at 307-777-8751 or karche@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.

CC: Curriculum Coordinators
PAWS Coordinators
Special Education Directors
Principals