



Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
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Cheyenne WY 82002-0050

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MEMORANDUM NO. 2011-076

TO: School District Superintendents
Special Education Directors

FROM: Laurel Ballard, Director
Information Management Division

DATE: May 16, 2011

SUBJECT: AYP – Exception Requests to Exceed the 1% PAWS-ALT Cap

IMPORTANT AND TIME SENSITIVE

Read this MEMORANDUM carefully in its entirety to ensure you understand the required actions your districts must make. If you have questions, please contact Laurel Ballard at 307-777-7016 or laurel.ballard@wyo.gov.

This memorandum contains important information regarding how your district may apply for an exception to the 1% PAWS-ALT Cap used in determining Adequate Yearly Progress (AYP) and also outlines critical timelines to be met. Requests for an exception to the 1% PAWS-ALT Cap for AYP determinations must be submitted to Laurel Ballard by **May 27, 2011, by 5:00 pm**. The WDE659 form is now available for use by the districts on the WDE website Data Collection Suite Page:

<http://edu.wyoming.gov/DataInformationAndReporting/DataCollectionSuite.aspx>.

A copy of the form is attached to assist districts in compiling the requested information.

Exception requests must be submitted to Laurel Ballard at the Wyoming Department of Education (WDE). Please return the completed WDE659 form **no later than May 27, 2011, by 5:00 pm**. Requests must be signed by the District Superintendent and can be faxed to 307-777-6234 or emailed to Laurel at laurel.ballard@wyo.gov with the signed, original form mailed to:

Laurel Ballard
Wyoming Department of Education
Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne, WY 82002

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Districts will receive written notification from the WDE by June 6, 2011, as to whether the exception was granted.

U.S. Department of Education Regulation Information

Under the December 9, 2003, regulation from the U.S. Department of Education, districts are allowed to count the proficient and advanced scores of students with the most significant cognitive disabilities who were administered the 2010 PAWS-ALT, provided that the number of proficient and advanced scores does not exceed 1.0 percent of all enrolled students in your district in grades 3-8 and 11. The enrollment will be based on the March 25, 2011, student roster. This data will be finalized with the WDE on May 6, 2011. The 1.0 percent cap is calculated for Mathematics and Language Arts separately.

The percentage of proficient or advanced scores on the PAWS-ALT is calculated as follows:

$$\text{Percentage of Prof. or Adv. on PAWS-ALT} = \frac{\text{Number Prof. or Adv. on PAW-ALT}}{\text{Total Number of Students Enrolled in Grades 3-8 and 11}}$$

The US Department of Education regulation can be found at <http://www.ed.gov/legislation/FedRegister/finrule/2003-4/120903a.html>. The non-regulatory guidance related to the 1.0 percent cap provided by the U.S Department of Education can be found at <http://ed.gov/admins/lead/account/saa.html#guidance>.

Please contact Laurel Ballard at 307-777-7016 or laurel.ballard@wyo.gov with any questions/concerns.

cc: District PAWS Coordinator
Title I Director
Principals