



**WYOMING**  
DEPARTMENT OF EDUCATION

*Creating Opportunities  
for Students to Keep  
Wyoming Strong*

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## MEMORANDUM NO. 2017-060

**TO:** School District Superintendents  
WISE Coordinators  
Business Managers

**FROM:** Dianne Bailey, Chief Operations Officer

**DATE:** May 8, 2017

**SUBJECT:** School Foundation Program Collections Training

## SCHOOL FOUNDATION PROGRAM COLLECTIONS TRAINING

The Wyoming Department of Education (WDE) will hold a question and answer session for the upcoming fiscal data collections:

- WDE600 WISE Attendance and Membership
- WDE103 Reimbursable Pupil Transportation Expenditures Report
- WDE401 Reimbursable Special Education Expenditures Report
- WDE601 WISE Annual District Report

The WDE600 opens June 1, 2017 and is due by June 15, 2017. The WDE103, WDE401, and WDE601 all open July 3, 2017 and are due by August 14, 2017.

The Q & A session will be conducted via WebEx on May 18, 2017 from 1:30 p.m. to 3:30 p.m. at: [meetings.webex.com/collabs/meetings/join?uuid=M8R6Q4A6DGYFZ0CTGKTOYI4T9Y-4O2](https://meetings.webex.com/collabs/meetings/join?uuid=M8R6Q4A6DGYFZ0CTGKTOYI4T9Y-4O2)  
(Audio Connection 1-415-655-0001 Access code: 197 950 769)

Attendees should view the pre-recorded training video for each collection prior to the Q & A session. The training videos, guidebooks and collection specific information can be found on the Data Collections Suite – Forms Inventory page: [edu.wyoming.gov/data/dcs/](http://edu.wyoming.gov/data/dcs/)

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*For more information regarding the WDE103 and WDE401, contact Trystin Green, School Foundation Consultant, at 307-777-6206 or [trystin.green@wyo.gov](mailto:trystin.green@wyo.gov).*

*For more information regarding the WDE600 and WDE601, contact Kim Morrow, School Foundation Consultant, at 307-777-6000 or [kimberly.morrow@wyo.gov](mailto:kimberly.morrow@wyo.gov).*