



Wyoming Department of Education

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MEMORANDUM NO. 2008 - 011

TO: School District Superintendents
WISE Coordinators
Business Managers

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

DATE: January 25, 2008

SUBJECT: WDE684 – WISE Certified Teacher-Course-Student Data Collection
Spring 2008 Collection Information

DATA COLLECTION INFORMATION

The Wyoming Department of Education (WDE) is requiring districts to submit data for a spring 2008 snapshot of the WDE684 – WISE (Wyoming Integrated Statewide Education Data System) Certified Teacher-Course-Student data. This memorandum will answer districts' most frequently asked questions regarding the spring 2008 WDE684 data collection.

When were Districts First Notified of this Collection?

The spring 2008 WDE684 collection was first addressed in Superintendent's Memo No. 2007-135 and was sent out to districts on August 10, 2007.

What is a Snapshot Date?

A snapshot date in a data collection is a date in which you will take a theoretical picture of your Student Information System (SIS). For the spring 2008 WDE684 data collection, your district will need to report any students that are enrolled on the snapshot date.

What is the Snapshot Date for this Collection?

As it has been in the previous spring WDE684 collections, the spring 2008 snapshot date for this collection is the first day of the Proficiency Assessments for Wyoming Students (PAWS) testing window. For the 2007-08 school year, the first day of the PAWS testing window, and the snapshot date for the spring 2008 WDE684, is March 12, 2008.

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When is the Collection Window?

The collection will be submitted through the State Report Manager (SRM) on the WISE data system. The data collection window is from March 12, 2008 through March 28, 2008. The spring 2008 WDE684 data collection is due on March 28, 2008 by 5:00 p.m.

Where are the Collection Documents Posted?

The current data elements, business rules, and guidebook are available on the WISE website. A link to the WISE website is available through the Forms Inventory at https://wdesecure.k12.wy.us/stats/wde.forms.details?the_form=684.

Who to Contact for More Information?

If you have any questions about the WDE684 data collection, please contact Kelly R. 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.

VM:ka