



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 - 016

TO: School District Superintendents

FROM: Shannon Cranmore
Data Analyst/EDEN Coordinator
Technology, Careers, and Data

SC

DATE: February 1, 2008

SUBJECT: Data Collection Forum

Partnering to Reduce Data Collection Burden

Please Share with Central Office Staff and Principals

Quality decisions rely on quality data and information, but quality data is not without cost. Recent federal and state initiatives have required an increase in data collection. With this in mind, it has been proven in the past that the data collection burden on districts can sometimes be reduced when district stakeholders provide feedback on improving current Wyoming Department of Education (WDE) data collection content, tools, and procedures.

With this in mind, the WDE has decided to reestablish a forum where data collection alternatives – and return on investment of those alternatives – can be discussed in a formal and interactive setting. Anticipated operation of this Data Collection Forum (DCF) will be to hold the majority of meetings over WEN Video, and to meet once a year in person. WEN meetings will be held on an as-needed basis as focused, topic-specific meetings designed to encourage ongoing participation by the most appropriate (and varied) content and data management specialists within each district.

In general, this forum will enhance opportunities for the WDE to share information about upcoming collections and for districts to provide input on how to most efficiently collect and report K-12 data.

Data Collection Forum meetings will be open attendance for anyone in the school districts as well as WDE staff, however, we would like each district to appoint at least one designated Data Collection Forum contact person. This will provide the WDE with an appropriate centralized contact (or contacts) to send updates and

information to, who then can forward information to the correct individuals within the district (which may often vary by topic).

Once your district establishes one or more Data Collection Forum contacts, please forward their contact information (name, email, phone #) to Shannon Cranmore at the WDE, scanm@educ.state.wy.us or 307-777-6245. As meeting topics begin to be developed, the WDE will then be in touch with these district appointed Data Collection Forum contacts.