



## Wyoming Department of Education

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### MEMORANDUM NO. 2009-053

**TO:** School District Superintendents  
WISE Coordinators  
Special Education Directors  
Personnel Directors

**FROM:** Leslie Zimmerschied, Data Analyst  
Technology, Careers, and Data Unit

**DATE:** March 27, 2009

**SUBJECT:** Spring 2009 WEN Video Training: WDE-427 - WISE Special Education – End of Year

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### DATA COLLECTION WEN VIDEO TRAINING

**The Wyoming Department of Education (WDE) will hold a training session on April 22, 2009 from 2:00 – 4:00pm to address the WDE-427 - WISE Special Education – End of Year data collection.** The training session will be interactive and administered over the Wyoming Equality Video Network (WEN). This memorandum answers districts' most frequently asked questions regarding the Spring 2009 WDE-427 data collection and provides information on the upcoming training.

#### **Information on the Training**

##### **When is it?**

The WDE-427 training will be held April 22, 2009 from 2:00 to 4:00pm via the WEN.

##### **Who should attend?**

Both technical and content personnel should attend this training. WDE recommends that each WISE Coordinator attend, along with your special education directors and administrative staff involved with the collection of the WDE-427.

##### **What is the agenda?**

A portion of the presentation will focus on submission process via the State Report Manager. The training will detail the content of the WDE-427 collection. Specifications of each required element will be explained as well as answers to Frequently Asked Questions. Content experts from WDE will be on-hand to answer any additional questions that district personnel may have.

### **When to sign up?**

If you are interested in joining this training, please contact your local WEN Video scheduler to sign up your site. **The last date to sign up your WEN site is April 17, 2009.**

### **Information on the WDE-427 Collection**

#### **What is the WDE-427 data collection?**

The WDE427 is a cumulative collection and collects statistics on the students referred, evaluated, and who may or may not be receiving services under Individuals with Disabilities Education Act (IDEA). This collection gathers individual student-level special education demographic, disability, and service data.

#### **What is the purpose of the WDE-427 data collection?**

The data collected in the WDE-427 are utilized in an array of fashions, which include (but are not limited to) funding models, Adequate Yearly Progress (AYP), and Special Education programs.

#### **What previous notification was provided to districts?**

The Spring 2009 WDE-427 collection was addressed in Superintendent's Memo No. 2009-047 on March 6, 2009. The full WISE collection schedule is available on the Forms Inventory Calendar:

[https://wdesecure.k12.wy.us/pls/warehouse/wde.form\\_inventory\\_calendar.show](https://wdesecure.k12.wy.us/pls/warehouse/wde.form_inventory_calendar.show).

The Spring WISE collection schedule is also available through the WISE Info Center on the Fusion Portal:

[http://fusion.edu.wyoming.gov/MySites/Data\\_Collection/data\\_collection\\_forms\\_inventory.aspx](http://fusion.edu.wyoming.gov/MySites/Data_Collection/data_collection_forms_inventory.aspx).

#### **When is the Collection Window?**

The collection will be submitted through the State Report Manager on the WISE data system. The data collection window is from May 18, 2009 through June 12, 2009. The spring 2009 WDE-427 data collection is due on or before June 12, 2009.

#### **Where are the collection documents posted?**

The current data elements are available on the WISE website,

<http://www.k12.wy.us/wise/>. The guidebook will be available in April 2009.

WISE coordinators will be contacted via e-mail when documents have been posted to the WISE website.

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**Who to contact for more information?**

If you have any content questions regarding the WDE-427, please contact Stephanie Weaver at 307-777-2560 or [sweave@educ.state.wy.us](mailto:sweave@educ.state.wy.us).

If you have any submission questions regarding the WDE-427, please contact Leslie Zimmerschied at 307-777-8751 or [lzimme@educ.state.wy.us](mailto:lzimme@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](mailto:sschut@educ.state.wy.us).

LZ:vm