



# Wyoming Department of Education

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## MEMORANDUM NO. 2011-055

**TO:** School District Superintendents  
Curriculum Coordinators  
Elementary Principals  
Business Managers

**FROM:** Jillian Balow, Literacy/Numeracy Supervisor   
Jennifer McCorkle, Literacy/Numeracy Consultant  
Aleta Nichols, Data Collection Analyst

**DATE:** April 18, 2011

**SUBJECT:** WDE-626 Early Literacy Training Longitudinal Data Collection  
2011

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### TIME SENSITIVE INFORMATION

#### WDE-626 EARLY LITERACY LONGITUDINAL DATA COLLECTION UPDATES AND INSTRUCTIONS

A WEN Network training event for all individuals who report on the WDE-626 Early Literacy Longitudinal Data form is scheduled for **Monday, May 2<sup>nd</sup>, 2011**, from 3:00 p.m. to 5:00 p.m. This training event will be recorded and available for viewing for thirty days. The purpose of this training is to provide updated information to any persons, including reading/literacy coordinators, principals, business managers, and superintendents, who report on the WDE-626.

The training will be comprised of a WDE-626 technical run-through by Aleta Nichols, Data Collection Analyst and collection updates, clarification, instructions and due dates by Jennifer McCorkle, Education Program Consultant.

If you are interested in joining this meeting, please contact your local WEN scheduler to sign up your site.

School District Superintendents  
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Data for the WDE-626 will be accepted **May 15<sup>th</sup> - June 30<sup>th</sup>, 2011**. The due date for the WDE-626 is **June 30<sup>th</sup>, 2011**. The form will be available for download on May 15<sup>th</sup>, 2011, in the Data Collection Suite at: <http://edu.wyoming.gov/DataInformationAndReporting/DataCollectionSuite.aspx>

Scroll down to WDE-626 and click on the arrow just left of the collection number. This will open a box with three tabs (contact, description, documents). Click on the documents tab to find the pertinent documents including the reporting form and Frequently Asked Questions (FAQ) document.

Districts are required to report reading assessment and intervention data on students in grades K-3 who did not screen successfully using the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) or Measures of Academic Progress (MAP) assessments. Guidelines for reporting reading proficiency are attached. Additionally, districts are required to report expenditures directly related to K-3 reading assessment and intervention. The reporting categories include: personnel, programs, materials, assessment, professional development, and other costs. Expenditures for the reporting categories will be required for general funds; off (or outside) model funds; and federal funds.

For questions regarding how to complete data entry on the WDE-626, please contact Aleta Nichols at [anicho@educ.state.wy.us](mailto:anicho@educ.state.wy.us) or (307) 777-7009. If you have questions pertaining to expenditure reporting on the WDE-626, please contact Jed Cicarelli at [jcicar@educ.state.wy.us](mailto:jcicar@educ.state.wy.us) or (307) 777-5808. If you have other questions regarding the WDE-626 or the upcoming training, please contact Jennifer McCorkle at [jmccor@educ.state.wy.us](mailto:jmccor@educ.state.wy.us) or (307) 777-8712.

JB:al

Attachment: Guidelines for WDE-626 Reporting

**GUIDELINES FOR REPORTING READING PROFICIENCY ON THE  
WDE-626 EARLY LITERACY DATA COLLECTION**

**2010-2011 Reporting on the WDE-626 Using Measures of Academic Progress (MAP):**

**WHO:** Students in grades K-3 with a RIT score below the 40<sup>th</sup> percentile on the fall screening (or at any time during the school year) and who are placed on an IRP.

**HOW:** Report the spring RIT score on the WDE-626 Early Literacy Data Collection.

GRADE	Beginning of Year RIT SCORE (40 <sup>th</sup> percentile)	Middle of Year RIT SCORE (40 <sup>th</sup> percentile)	End of Year RIT SCORE (40 <sup>th</sup> percentile)
K	145	149	<b>153</b>
1	157	164	<b>170</b>
2	176	183	<b>187</b>
3	188	194	<b>197</b>

**2010-2011 Reporting on the WDE-626 Using Dynamic Indicators of Basic Early Literacy Skills (DIBELS):**

**WHO:** Students in grades K-3 with an instructional recommendation of “**strategic**” or “**intensive**” level on fall screening (or at any time during the school year) and who are placed on an IRP.

**HOW:** Report the spring instructional recommendation (benchmark, strategic, intensive) on the WDE-626 Early Literacy Data Collection.

**2010-2011 Reporting on the WDE-626 Using DIBELS Next**

**Who:** Students in grades K-3 with an instructional recommendation of “**emerging**” or “**deficient**” level on fall screening (or at any time during the school year) and who are placed on an IRP.

**HOW:** Report the spring instructional recommendation (established, emerging, deficient) on the WDE-626 Early Literacy Data Collection.