



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
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MEMORANDUM NO. 2015-075

TO: School District Superintendents
Business Managers
WISE Coordinators

FROM: Susan Williams, Data Collection and Reporting Supervisor

DATE: July 13, 2015

SUBJECT: WDE684 Student Data

WDE684 DATA DUE JULY 15

This is a reminder that districts must review and sign off on their WDE684 data by July 15, 2015. On July 2, the Wyoming Department of Education (WDE) notified District Superintendents, WISE Coordinators and Business Managers by email that they had a 14-day window to review their end of year WDE684 student demographic and course information.

During this review window, districts were asked to verify their data and if necessary submit corrections via the State Report Manager. Once data is determined to be error free District Superintendents need to electronically sign off on their data at <https://goo.gl/F1SGS3> by 5 p.m. July 15. When accessing this link, use your Fusion login credentials. Only persons with the Superintendent role can access the acceptance form.

Data accuracy is important because WDE684 data are used to calculate aggregated assessment results as well as AYP and state accountability determinations.

Once this review window has closed districts will no longer have the opportunity to correct student information. Data not electronically approved by July 15 will be considered verified and approved.

For more information, please contact Brian Wuerth, WDE684 Data Steward, at (307)777-6748 or brian.wuerth@wyo.gov.