

CREATING  
OPPORTUNITIES  
FOR STUDENTS TO  
KEEP WYOMING  
STRONG



**JILLIAN BALOW**

Superintendent of Public Instruction

**DICKY SHANOR**

Chief of Staff

**BRENT BACON**

Chief Academic Officer

**MEGAN DEGENFELDER**

Chief Policy Officer

**DIANNE BAILEY**

Chief Operations Officer



**CHEYENNE OFFICE**

122 W. 25th St. Suite E200  
Cheyenne, WY 82002  
307-777-7675

**RIVERTON OFFICE**

320 West Main  
Riverton, WY 82501  
307-857-9250



**ON THE WEB**

[edu.wyoming.gov](http://edu.wyoming.gov)  
[twitter.com/WYOEducation](https://twitter.com/WYOEducation)  
[facebook.com/WYOEducation](https://facebook.com/WYOEducation)

## MEMORANDUM NO. 2018-056

**TO:** School District Superintendents  
Grade 3-11 Principals  
Assessment Coordinators  
WISE Coordinators  
Computer/Technology Coordinators

**FROM:** Megan Degenfelder, Chief Policy Officer

**DATE:** May 14, 2018

**SUBJECT:** End-of-Year WDE684 Collection for Accountability

## END-OF-YEAR WDE684 COLLECTION FOR ACCOUNTABILITY

The 2017-18 end-of-year WDE684 collection window is open from May 18 to June 22. The collection is important for Wyoming School Accountability determinations, per W.S. 21-2-204.

This collection is used for various components of school accountability including:

- Full Academic Year (FAY): Students in grades 3-11 who have been enrolled at each school for a full academic year will have their performance on the Wyoming state assessments computed to determine your school's performance levels for the current school year. Each school's enrollment records must accurately reflect the student's enrollment status on April 27, 2018, and the end of the school year.
- Grade nine credit accumulation: FAY students are included in the calculation for the grade nine credit readiness indicator.
- Graduation rate: The graduation rate is computed for the following school year's accountability determination.

Because the end-of-year WDE684 report period is used for accountability determinations, it is critical that each district verifies the accuracy of the information in its collection. In particular, districts

should not change student's grade level from this year's earlier WDE684 collections. The promotion or grade change should occur in the next school year's fall collection. Districts should ensure that the exit codes for the four-year on-time graduation cohort are accurate. No further corrections will be allowed after June 22, 2018 and data will be used as-is for accountability determinations.

---

*For questions about the WDE684, contact Brian Wuerth at 307-777-6748 or [brian.wuerth@wyo.gov](mailto:brian.wuerth@wyo.gov).*

*For questions about Accountability, contact Sean McInerney at 307-777-8752 or [sean.mcinerney@wyo.gov](mailto:sean.mcinerney@wyo.gov).*