

CREATING
OPPORTUNITIES
FOR STUDENTS TO
KEEP WYOMING
STRONG

MEMORANDUM NO. 2018-080



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Chief Policy Officer

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Chief Operations Officer

TO: School District Superintendents
District Assessment Coordinators
Building Test Coordinators
High School Principals
Special Education Directors
Computer/Technology Coordinators

FROM: Dianne Bailey, Chief Operations Officer

DATE: July 30, 2018

SUBJECT: 2017-18 ACT, WY-ALT, and ACCESS Student Level Confidential Reports Now Available



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ACT, WY-ALT, AND ACCESS STUDENT LEVEL CONFIDENTIAL REPORTS RELEASED

The Wyoming Department of Education (WDE) will confidentially release results from the 2018 ACT, WY-ALT and ACCESS to school districts on Wednesday, August 1, 2018. Districts will be given until Tuesday, August 14, 2018 to confidentially review the reports. District Superintendents will be asked to verify that they have received and reviewed the data [online](#).

Once the review window is over and corrections have been approved, the aggregated results will be calculated and confidentially released to districts at least 24 hours prior to the public release. The public release is set for August 23, 2018. All results will be embargoed until the aggregated statewide results are released publicly, so summary results should not be shared with local media until August 23, 2018.

Districts are asked to review assessment results for accuracy. Inaccuracies that can be fixed include WISER ID errors and tested students who are missing from the file. Demographics or program fields, such as Free and Reduced Lunch, cannot be changed. This data was reviewed and approved after the spring WDE684 collection. It is important that data are accurate, since the data will be used to calculate school, district, and statewide aggregate assessment proficiency percentages, as well as state and federal accountability results.

Data will be provided through the WDE's secure Wyoming Education Fusion portal. Reports can be accessed by logging into [Fusion](#) and clicking on the "Data Reporting" link at the top of the home page. On the left side of the next screen, select "Assessment Confidential." Individuals with the following Fusion roles will be able to access the reports: Superintendent, Principal, Assistant Principal, Assessment Coordinator, Special Ed Coordinator, Curriculum Coordinator, or Assessment Confidential. Anyone who does not have rights to see the report, or has forgotten their Fusion username, can contact their district Fusion administrator. District Fusion administrators can be found by clicking on "Find Fusion Administrator" at the top of the Fusion homepage. For password recovery, click on "Password Help." To change a password, follow this [tutorial](#).

For questions regarding the high school assessment program or general questions regarding the state's assessment program, contact Jessica Steinbrenner, Supervisor of Assessment, at 307-777-8568 or jessica.steinbrenner@wyo.gov.

For questions regarding Fusion user rights, contact Susan Williams, Data Collection and Reporting Supervisor, at 307-777-6252 or susan.williams@wyo.gov.