

CREATING  
OPPORTUNITIES  
FOR STUDENTS TO  
KEEP WYOMING  
STRONG



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## MEMORANDUM NO. 2019-115

**TO:** School District Superintendents  
Directors of Special Education  
Principals  
District Test Coordinators  
Building Test Coordinators

**FROM:** Shelley Hamel, Chief Academic Officer

**DATE:** September 30, 2019

**SUBJECT:** New 1% Threshold District Reporting and Monitoring  
of Student Participation in WY-ALT

## NEW 1% THRESHOLD DISTRICT REPORTING AND MONITORING OF STUDENTS PARTICIPATION IN WY-ALT

In order to comply with the federal requirement that states monitor and request a waiver if more than 1% of students with significant cognitive disabilities take the state's alternate assessment, the Wyoming Department of Education (WDE) is changing its monitoring and reporting procedures. There will now be two steps in this process: a statewide data analysis and district data analysis and reporting.

The state data analysis is done annually, and if a waiver is requested, it must be submitted 90 days before the Wyoming Alternate Assessment (WY-ALT) testing window opens. Wyoming did not exceed the 1% threshold in any subject during the 2018-19 school year, so no waiver is required for the 2019-20 school year. The 2018-19 subject break down was 0.98% in English Language Arts, 0.98% in Math, and 0.96% in Science.

The next step in the process requires districts to analyze the data and determine if the district will be over the 1% threshold in any subject for the upcoming school year. Districts with small numbers are difficult for the WDE to use empirical analyses alone to determine whether a district may need oversight and monitoring. Thus, having district and

school staff engage in discussions will help the district develop its justification, if appropriate, for exceeding the 1% threshold.

The WDE will compile and provide districts with their assessment data for analysis. Districts then need to examine their data to ensure state guidelines are being followed and that appropriate decisions are being made for individual students. Districts then need to complete the [1% District Reporting form](#).

If a district anticipates being over the 1% threshold in any of the subjects, then the questions that have a YES response must have a brief description and supporting evidence submitted to the WDE.

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