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## MEMORANDUM NO. 2020-016

**TO:** School District Superintendents  
Special Education Directors

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

**DATE:** February 3, 2020

**SUBJECT:** Recalibration Data Request

## RECALIBRATION DATA REQUEST

The Wyoming Legislature has contracted with Picus Odden & Associates to conduct a recalibration study of the Wyoming Education Resource Block Grant Model. As part of the study, Picus Odden & Associates has contracted with District Management Group (DMG) to assist with the special education portion of the study. Representatives from Picus Odden & Associates and DMG were in Wyoming last week to kick off efforts of this work.

Key next steps for the area of special education include each district sharing information with DMG to identify district-level processes. This will include the submission of data requests and on-site visits to 10 districts. Please note the first data request is due February 12. Districts selected for on-site visits will be contacted in early February to coordinate the visit.

Each district superintendent and special education director should have received an email on January 29 with two attachments, including a memorandum from DMG, providing greater detail about the data request process entitled Schedule Sharing, and an Excel workbook entitled District Management Group-Schedule Sharing District Request.

*For answers to questions regarding the data requests, or if you didn't receive the email with attachments, contact Shelley Hamel at 307-777-2058 or [shelley.hamel@wyo.gov](mailto:shelley.hamel@wyo.gov).*