MEMORANDUM NO. 2021-038

TO: School District Superintendents
    Curriculum Coordinators

FROM: Shelley Hamel, Chief Academic Officer

DATE: April 5, 2021

SUBJECT: District Literacy Plans and WDE626 Early Literacy Data Collection

DISTRICT LITERACY PLANS

W.S. 21-3-401 requires the annual reporting from districts to the Wyoming Department of
Education (WDE) of district literacy data and plans for supporting students in achieving proficiency
in reading by the end of third grade. District reporting requirements were divided between the
WDE626 Early Literacy Data Collection and the annually submitted District Literacy Plan (DLP).

The WDE will not open the WDE626 Early Literacy Data Collection for the 2020-21 school
year. Instead all required reporting components of W.S. 21-3-401 will be included in the annual
submission of the DLP. A template including all required information is available here. For districts
choosing to submit an alternate form, a checklist has been provided to accompany the submission
of its DLP and is available here.

All DLP and accompanying checklist submissions are due by Oct 1, 2021 and should be emailed as
an attachment to amy.reyes@wyo.gov.

For questions about the DLP or WDE626 data collection, contact Amy Reyes, TANF Preschool Grant
Administrator/ Early Learning Specialist, at 307-777-7708 or amy.reyes@wyo.gov.

For questions about the Data Collection Suite-Forms Inventory, contact Elizabeth Foster, Data Collections
Specialist, at 307-777-7009 or elizabeth.foster@wyo.gov.