

## MEMORANDUM NO. 2021-097

**TO:** School District Superintendents  
Curriculum Coordinators  
School Principals

**FROM:** Kari Eakins, Chief Policy Officer

**DATE:** August 16, 2021

**SUBJECT:** Annual Accreditation Due November 1

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# TIME SENSITIVE: ANNUAL ACCREDITATION EVIDENCE DUE NOVEMBER 1

The Wyoming Department of Education (WDE)'s [Chapter 6 Rules and Regulations](#) define the process for District and School Accreditation. The process includes an accreditation report submitted annually to the WDE by November 1, which includes evidence aligned to the [accreditation criteria](#). This evidence is used by the WDE to verify adherence to Chapter 6.

Based on the review of the submitted evidence, a district's accreditation recommendation is reported to the State Board of Education for approval. This review includes a District Assessment System plan. The WDE is not requiring districts to submit school improvement plans this year as a part of accreditation; however, schools identified through federal requirements during the 2018-19 school year will need to submit plans for federal grant support. For more information see [memo no. 2021-081](#).

Districts are required to submit the annual accreditation report to the WDE by November 1, 2021. An updated annual report template will be emailed to superintendents. This report will include the identified exemplar examples for each accreditation criteria.

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*For more information about accreditation, contact Chelsie Oaks, Accreditation Consultant, at 307-777-8676 or [chelsie.oaks@wyo.gov](mailto:chelsie.oaks@wyo.gov) or Bill Pannell, Accreditation Supervisor, at 307-777-3781 or [bill.pannell@wyo.gov](mailto:bill.pannell@wyo.gov).*

*For more information specific to district assessment systems, contact Catherine Palmer, Accreditation Consultant, at 307-777-6198 or [catherine.palmer@wyo.gov](mailto:catherine.palmer@wyo.gov).*