



Opportunity Through Education

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Wyoming Department of Education
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MEMORANDUM NO. 2022–089

TO: School District Superintendents
Curriculum Coordinators
School Principals

FROM: Wanda Maloney, Chief Policy Officer

DATE: August 15, 2022

SUBJECT: Updated Template for Annual Accreditation Evidence and Assurances
Due November 1

TIME SENSITIVE: UPDATED TEMPLATE FOR ANNUAL ACCREDITATION EVIDENCE AND ASSURANCES DUE NOVEMBER 1, 2022

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, 2022, which includes evidence and assurances aligned to the accreditation criteria. This evidence is used by the WDE to verify adherence to Chapter 6.

There is a minor modification to the process for 2022. The WDE will be collecting assurances and attachments through an online JotForm. An updated annual report template and JotForm link will be emailed to superintendents directly.

Based on the review of the submitted evidence, a district's accreditation recommendation is reported to the State Board of Education (SBE) for approval. This review includes a District Assessment System plan and where applicable, a School Improvement Plan. A new planning process and template will be required for the 2022-23 SY for identified schools based on 2022 accountability determinations. Additional resources can be found on the WDE [website](#).

Districts are required to submit the annual accreditation report to the WDE by November 1, 2022. This submission will include the annual evidence sheet, assurances and, where applicable, School Improvement Plans.

For more information, contact Chelsie Oaks, Accreditation Consultant at chelsie.oaks@wyo.gov or Bill Pannell, Accreditation and Support Supervisor at bill.pannell@wyo.gov.

For more information specific to district assessment systems and school improvement plans, contact Beth Lougee, Education Program Consultant at beth.lougee@wyo.gov.