



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2016-080

TO: School District Superintendents
Assessment Coordinators
Business Managers
WISE Coordinators
Technology Coordinators

FROM: Brent Young, Chief Policy Officer

DATE: May 23, 2016

SUBJECT: Reminder: End-of-Year WDE684 Collection for Accountability

WDE684 COLLECTION WINDOW FOR ACCOUNTABILITY

The end-of-year WDE684 collection window begins May 21 and is important for Wyoming School Accountability determinations per [W.S. 21-2-204](#).

This collection is used to determine which students in grades 9 thru 11 have been enrolled at each school for a full academic year. Only those students who have been enrolled at a school for a full academic year will have their performance on the ACT Suite of assessments (i.e., the ACT and ACT Aspire) computed to determine your school's performance levels for the current school year.

This information is also used to compute which students will be considered full academic year students for inclusion on the grade nine credit readiness indicator. Finally, this collection is used for computing the graduation rate for the following school year's accountability determinations.

It is critical that each district verifies the accuracy of the information in its WDE684 collection. In particular, enrollment records must accurately reflect the student's enrollment status on April 19, 2016, and the end of the school year.

It is also critical that the exit codes for the four year on-time graduation cohort are accurate. As stated in [Memo 2016-079](#), the collection window is May 21, 2016 to June 24, 2016. No further corrections will be allowed after July 15, 2016. The information included in the end-of-year WDE684 report after July 15 will be used as-is for accountability determinations.

For questions about the WDE684, please contact Brian Wuerth at 307-777-6748 or brian.wuerth@wyo.gov.

For questions about Accountability, please contact Sean McInerney at 307-777-8752 or sean.mcinerney@wyo.gov.