

# **ADM - Average Daily Membership**

2019 Wyoming SIS Users Conference  
September 10, 2019

# ADM – Average Daily Membership

- Membership data is reported on the WDE600 WISE Attendance and Membership collection
  - Due June 15<sup>th</sup> each year
  - Collects aggregate attendance, aggregate membership, and aggregate unexcused absence days reported by student by school.

# ADM – Average Daily Membership

- Once the data is loaded to SRM, ADM is calculated by the system:

$$\frac{\textit{aggregate membership days}}{\textit{school days}} = \textit{ADM}$$

(School days are reported on the WDE608 School District Directory Data Collection)

# Key Points to remember

- Fractional ADM is based upon hours or class periods
- You can round to 1.000 FTE when 80% (.800) or greater
  - *W.S. 21-13-101(a)(i)*

# Fractional ADM Calculation – Example 1

- Consider a traditional schedule: 7 classes during each semester of the year.

*(7 classes are considered a full load for each semester)*

- If a student is enrolled in 2 classes during the 1<sup>st</sup> semester, the daily FTE is .286 (2/7).
- If same student is enrolled in 5 classes during the 2<sup>nd</sup> semester, the daily FTE is .714 (5/7).

# Fractional ADM Calculation – Example 1 (continued)

- Assuming 88 school days in 1<sup>st</sup> semester:  
*88 x .286 = 25.168 aggregate membership days*
- Assuming 87 school days in 2<sup>nd</sup> semester:  
*87 x .714 = 62.118 aggregate membership days*
- **87.286 aggregate membership days** reported on the WDE600 for the student.

# Fractional ADM Calculation – Example 2

- Consider a traditional schedule: 7 classes during each semester of the year.  
*(7 classes are considered a full load for each semester)*
- If a student is enrolled in 6 classes during the 1<sup>st</sup> semester, the daily FTE is .857 (6/7) *(rounds to 1.000)*.
- If same student is enrolled in 5 classes during the 2<sup>nd</sup> semester, the daily FTE is .714 (5/7).

# Fractional ADM Calculation – Example 2 (continued)

- Assuming 88 school days in 1<sup>st</sup> semester:  
*88 x 1.000 = 88.000 aggregate membership days*
- Assuming 87 school days in 2<sup>nd</sup> semester:  
*87 x .714 = 62.118 aggregate membership days*
- **150.118 aggregate membership** days reported on the WDE600 for the student.



# Fractional ADM with Block – Example 3

- Consider a block schedule: 4 classes during 1<sup>st</sup> semester and 4 (different) classes during 2<sup>nd</sup> semester.

*(4 classes are considered a full load each semester)*

- If a student is enrolled in 3 classes during 1<sup>st</sup> semester, the daily FTE is .750 (3/4).
- If same student had 4 classes during 2<sup>nd</sup> semester, the daily FTE is 1.000 (4/4).

# Fractional ADM with Block - Example 3 (continued)

- Assuming 88 school days in 1<sup>st</sup> semester:  
*88 x .750 = 66 aggregate membership days*
- Assuming 87 school days in 2<sup>nd</sup> semester:  
*87 x 1.000 = 87.000 aggregate membership days*
- **153 aggregate membership days** reported on the WDE600 for the student.

# Fractional ADM with Block – Example 4

- Consider a block schedule: 8 classes during 1<sup>st</sup> and 2<sup>nd</sup> semester.  
*(8 classes are considered a full load)*
- If a student is enrolled in 7 classes during the year, the daily FTE is .875 (7/8) *(rounds to 1.000)*
- Assuming 175 school days, this student would generate **175 aggregate membership days** reported on the WDE600.

# Virtual Education

- [Wyoming Chapter 41 Rules](#)
- A student attending both virtual and non-virtual courses would be counted in membership of the district providing the majority of the education and the district providing the smaller portion of the student's education will assess tuition to be paid by the primary district.

# Virtual Education

- Also see Wyoming [Chapter 8, Section 8\(c\)](#) which says that "... No student shall be included in two schools' memberships at the same time, whether those schools are in the same or different districts. "

# Virtual Education - Example

- Consider a student who attends 1 class in their brick and mortar school.
- Student attends 6 other classes through one of the approved virtual programs.

# Virtual Education - Example (continued)

## MOU

### Virtual School

- 6 courses is a full load
- Daily FTE is 1.00 (6/6)
- WDE684 Concurrent Enrollment = "N"

### Brick and Mortar School

- Does not claim ADM
- Assesses Tuition to Virtual School
- WDE684 Concurrent Enrollment = "Y"

# Homeschool – Example

- Consider a traditional schedule: 7 classes during each semester of the year.  
*(7 classes are considered a full load for each semester)*
- If a student is enrolled in 2 classes during the 1<sup>st</sup> semester, the daily FTE is .286 (2/7).
- WDE684 Homeschool field = “Y”



# Homeschool – Example (continued)

- Assuming 88 school days in 1<sup>st</sup> semester:

*88 x .286 = 25.168 aggregate membership  
days*

# Concurrent within District - Example

- Consider a student who attends 1 class in their local high school.
- Student attends 6 other classes through their middle school.

*(7 classes are considered a full load for each semester in this middle school)*

# Concurrent within District – Example (continued)

## Middle School

- Claims full ADM
- WDE684  
Concurrent  
Enrollment = “F”
- WDE600 Grade =  
middle school  
grade

## High School

- No ADM
- WDE684  
Concurrent  
Enrollment = “T”

# Questions?

## Contact information:

Leslie Zimmerschied, School Foundation Consultant  
(307) 777-5808 or [leslie.zimmerschied@wyo.gov](mailto:leslie.zimmerschied@wyo.gov)

Trystin Green, School Foundation Consultant  
(307) 777-6206 or [trystin.green@wyo.gov](mailto:trystin.green@wyo.gov)

Kim Morrow, School Foundation Supervisor  
(307) 777-6000 or [kimberly.morrow@wyo.gov](mailto:kimberly.morrow@wyo.gov)