

WISE: For Principals and District Administrators

Jeff Perry
Adam Mueller
DPI Customer Services Team
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WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent

Today we will...

- Talk about WISEdata at a high level
- Relate some of the WISEdata responsibilities of administrators
- Look at some of the WISE tools available to administrators
- Answer your questions!



What is WISEdata?

WISEdata is a multi-vendor, open data collection system that allows school districts, charter schools, and Choice schools to submit data to DPI from their student information system (SIS) vendor.

- WISEdata houses Graduation, Dropout, Completion/Exit, Third Friday of September Enrollment, Attendance, Discipline, Special Ed data... and more!
- WISEdata links to WISEid to ensure data is attached to the appropriate person.

Data Submission Process



Data Entry

LEAs (school/district) enter student data into the local SIS.

WISEdata Portal Submission

LEAs push data from their SIS to the WISEdata Portal for validation.

Validation Review

LEAs monitor and review the errors and warnings and make any necessary corrections in their SIS.

Once the data is submitted correctly, it will flow into the data warehouse, also known as WISEdash.

Why Do We Collect Data?

- Meet all required school State and Federal reporting mandates
- To help schools and educators monitor their students progress as a whole and as individuals. Analyzing the data can help them determine what additional services may be needed, such as additional language and special education services. They can also monitor trends in attendance, discipline and testing.
- Inform education research and data analysis through reporting tools
- Maintain high data quality
- Provide tools for multiple stakeholders, including educators, school officials, and DPI
- Funding

Accessing WISE Applications

- **User Security Setup:** WAMS IDs and/or Enterprise Google accounts are used to log in to WISE applications via WISEhome. District Security Administrators (DSAs) and Application Administrators will assign users' security roles to access the various WISE applications.
- [WISEhome](#) - homepage for your WISE application access
- [Request a User Role](#) - instructions on how to request an application user role
- [WISE User Roles](#) - different user roles within each application

WISEsecure

- **Manage Security** - assign users access to applications
- **Pending Access** - approve pending access requests
- **Offboard Users** - remove application access to users that are no longer with your district
- **Email Domain Restriction** - restrict user requests to specific email domains to help with security of user access
- **Access Viewer** - review current access for users

WISEsecure: DSA

District Security Administrator (DSA)

- The District Administrator is responsible for either performing the DSA role or delegating that authority to another.
- The DSA is responsible for setting up application administrators, annually reviewing access, and is also responsible for the District's data privacy policies required under [§118.125\(2\)](#). Refer to the [Student Data Privacy Resources](#) page for more information.
- To request to be assigned as a DSA for your organization, or to delegate the role to another, first you must [create a WAMS ID](#). Then complete the District Administrator Authorization Form.

WISEsecure: Assigned Roles

For successful WISEdata reporting your LEA will need personnel assigned to:

- WISEid
- WISEdata Portal
- School Directory
- WISEdash For Districts (public districts only)
- WISEadmin Portal (administrators and anyone submitting data errata)
- Ed-Fi Credential (when changes are made to vendor products)

WISEsecure: Tools

Other important tools related to WISEdata:

- WISEstaff (public districts only)
- Secure Access File Exchange (SAFE)
- WISEgrants
- WISEdata Finance
- Special Education apps

WISEdata Timeline

- July 1- first day of DPI school year
- August deadline
- School Directory updates (contacts, low-high grade ranges, school openings/closings, Kindergarten info, etc.)
- Check SIS & third-party vendor data flow
- School year begins
- TFS & Oct. 1 count dates
- December snapshot
- School Directory year flip
- Spring Demographics snapshot
- School year ends
- June 30- last day of DPI school year

Yearly tasks are documented in detail on the [WISEdata Annual Tasks Checklist](#).

School Directory

- [School Directory 2.0](#) replaced the paper version
- Additional search functionality added
- Contact information provided within your local School Directory application shown in public directory

Please use one or more filters to search school districts.

Search by district name, code, city or ZIP

▼ Status | Type | Programs ▼

▼ School Programs | Type ▼

▼ CESA ▼

▼ Locale ▼

▼ County ▼

▼ Athletic Conference ▼

Click one or more values to filter data and then select "Close".

School Categories/Programs	Virtual Schools
Has Alternative Schools	Has Exclusively Virtual Schools
Has Special Education Schools	Has Primarily Virtual Schools
Has Career & Technical Education Schools	Has Supplemental Virtual Schools
Has Charter Schools	
Has Magnet Schools	
Has Partnership Schools	
Has Title I Schools	

Schools Participating in International Baccalaureate Program	School Type
Career-related Programme	Has Elementary Schools
Diploma Programme	Has Middle Schools
Middle Years Programme	Has High Schools
Primary Years Programme	Has Combined Elementary/Secondary Schools
	Has Junior High Schools

District Size
Has 20 or More Public Schools
Has 8 or More Private Schools
Has at Least One Public High School
Has 3 or More Public High Schools

Close Reset Filters 0 of 23 selected

School Directory: Rollout

- School Directory 2.0 rollout will continue
- A new version of the School Directory admin application is very near its release!
- This will be a big improvement over the current app used by LEA's to update directory information, such as phone numbers, contact info, low-high grade range, etc.

WISEadmin Portal

- WISEadmin Portal gives administrative users, such as District or Choice administrators, a centralized location for reviewing administrative snapshot acknowledgments, agency contacts, and key performance indicators.
- WISEadmin Portal also includes the process for submitting data errata letters.

WISEadmin Portal: One Stop Shop

- “One-stop shop” for district administrators to complete annual work items for DPI related to WISEdata, WISEdash, and WISEstaff.
- Links to a summary dashboard in WISEdash for Districts specifically for district and school administrators.
- Provides ‘opt-in’ election capture for immunization data connection to WI DHS WIR and for local assessment data sharing (MAP and PALS)
- Communicate Cyber Incidents

The screenshot displays the WISEadmin Portal interface. At the top, there is a navigation bar with the following items: WISEadminPortal, Data Reporting and Snapshot, Admin, Cyber Incidents, Local Assessment Exports, and a user profile for Brittany (Wisconsin Dept of Public Instruction). Below the navigation bar is a secondary menu with links for Home, Acknowledgment, Agency Contacts, Snapshot Calendar, Data Errata, and Local Assessment Data Sharing Agreement. A yellow banner below the menu reads: "Please go to the Data Reporting and Snapshot page to complete the Acknowledgment for snapshot". The main content area consists of six white cards arranged in a 3x2 grid, each with a title, icon, and a "Click Here" button. The cards are: 1. Snapshot Calendar (calendar icon) with the text "Review key deadlines and the official snapshot dates for the school year." 2. Agency Contacts (people icon) with the text "Review agency staff identified as contacts for WISEid, WISEdata and WISEstaff." 3. Administrator Acknowledgment (thumbs up icon) with the text "Acknowledge agency responsibility for the submission of timely and accurate data. Additionally acknowledge data sharing for value added services. Snapshot Acknowledgment Data use for research Immunization data sharing Digital Equity & Student Address". 4. WISEdash Key Performance Indicators (WISEdash logo) with the text "Review multi-year education data about Wisconsin schools via WISEdash data portal dashboards." 5. Data Errata (asterisk icon) with the text "Notify the Department and provide description and evidence of misreported or erred data included in a prior snapshot or data collection." 6. Local Assessment Data Sharing Agreement (handshake icon) with the text "Acknowledge the local assessment single data sharing agreement. By acknowledging the agreement agency agrees to have the data transmitted to DPI by the vendor."

WISEadmin: Administrator Acknowledgement

- On the Administrator Acknowledgment page, you can review your responsibilities as district administrator over snapshot duties, as well as which contacts have acknowledged each data snapshot.

Data Snapshot Acknowledgment

Each year WISEdata contacts are asked to acknowledge that data will be submitted accurately by the snapshot date. Below you will find information on any areas not acknowledged please follow-up with your data team.

Snapshot - Winter

SY:2022-2023 3rd Friday September Enrollment

SY:2022-2023 October 1st Child Count

SY:2021-2022 Career Education (CTE & CCR)

SY:2021-2022 Graduation, Dropout, Discipline and Attendance

Not Acknowledged [Contacts](#)

Not Acknowledged [Contacts](#)

Not Acknowledged [Contacts](#)

Not Acknowledged [Contacts](#)

Snapshot - Spring

SY:2021-2022 Spring Student Demographics

Not Acknowledged [Contacts](#)

WISEadmin: Snapshot Calendar

WISEdata Events - Month

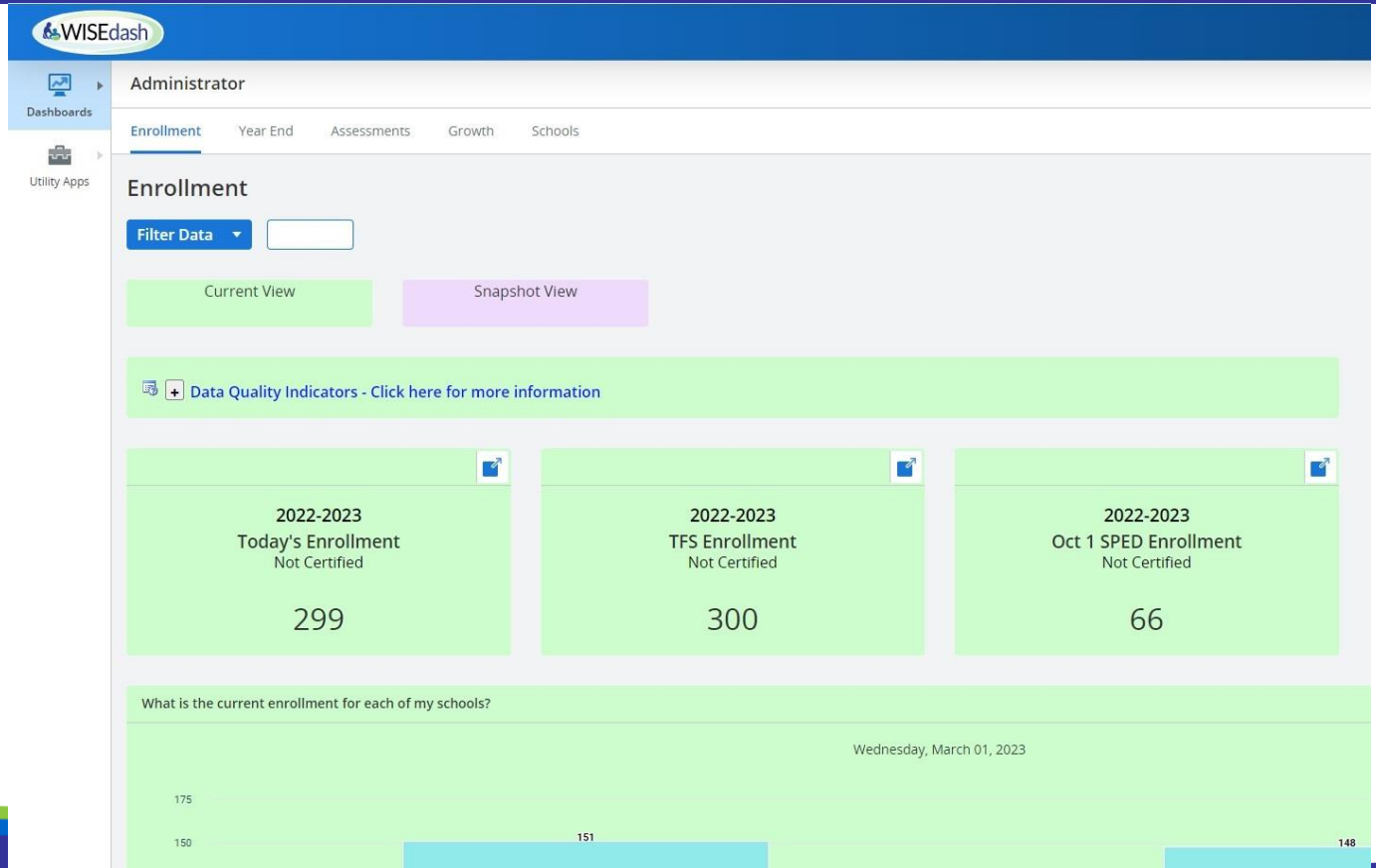
The Snapshot Calendar tile is a quick link to the snapshot calendar on the DPI website so you can quickly check on upcoming important dates for annual snapshots.

November 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	<u>1</u> PowerSchoc WISEstaff User WISE User	<u>2</u> New User Career	<u>3</u> CTE Data	4	5
6	<u>7</u> Regional	<u>8</u> WISEstaff User WISE User	9	10	11	12
13	<u>14</u> Regional	<u>15</u> Wisconsin Regional WISEstaff User WISE User New Career	<u>16</u> Snapshot Prep Snapshot Prep	<u>17</u> Career	18	19
20	<u>21</u> Regional	<u>22</u> Regional WISEstaff User WISE User	23	24	25	26
27	28	<u>29</u> WISEstaff User WISE User	30	1	2	3

WISEdash

WISEdash for Districts Admin KPI

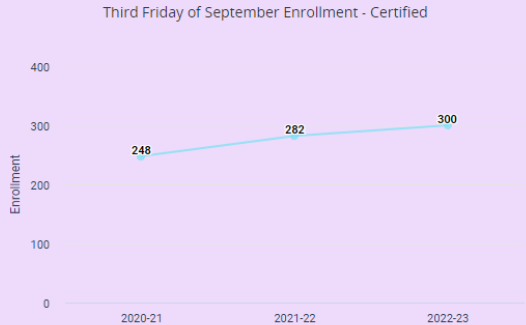


WISEdash: KPI

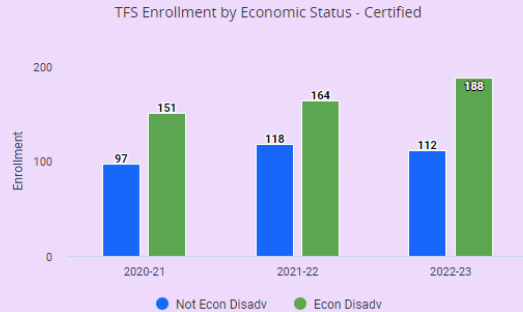
WISEdash for Districts Admin KPI

  The following charts contain CERTIFIED data - [Click here for more information](#)

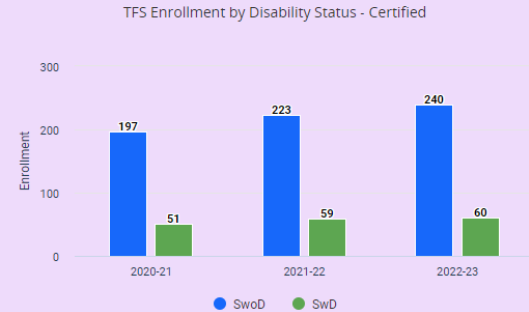
What is the TFS enrollment trend?



By Economic Status?



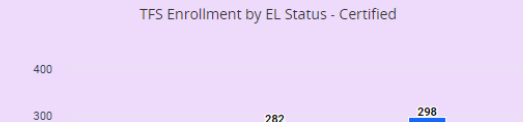
By SPED status?



By Race/Ethnicity?



By EL Status?



WISEdash Public

WISEdash Public

Enrollment



Filter Data ▾ [All Students] ✕ 2021-22 ✕ [Statewide] ✕

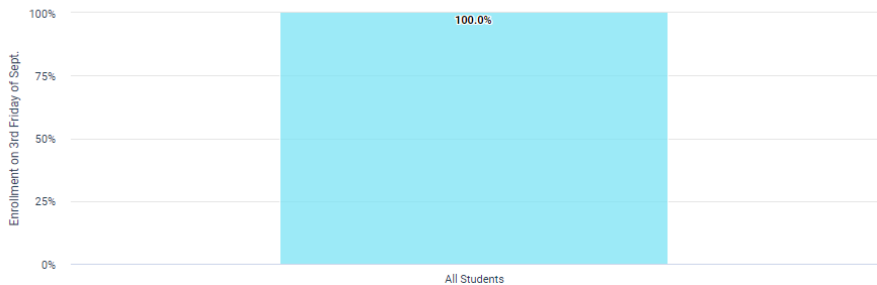
Dashboard Help: [Glossary](#) [No graph data?](#) [FAQ](#) [Get help](#) [Data files](#)

About the Data: [Enrollment](#) | [Retention](#)

Enrollment Percent by [All Students] (2021-22)



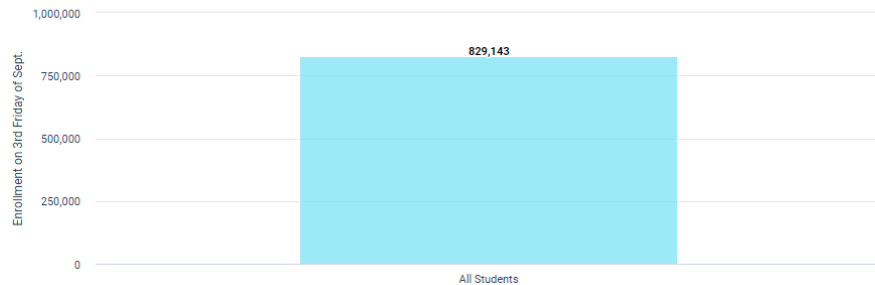
This graph compares the percent of students enrolled by student group in the selected districts or schools on the 3rd Friday of September. Enrollment is a headcount of students receiving primary educational services from a district in the selected school year. SwD and UNK have been removed when grouping by Disability. The Certified enrollment is not available until several months after the 3rd Friday of September.



Enrollment Count by [All Students] (2021-22)



This graph shows the number of students enrolled by student group in the selected district or school on the 3rd Friday of September. SwD and UNK have been removed when grouping by Disability.



Data Teams

Insight and Expertise

- Data Leads

Involvement

- Help with Data Submission

Review and Issue Resolution

- Ongoing meetings to review, discuss data, and correct errors

Collaborate with School and Data Experts for High Quality Data Reporting

Create Data Teams

The Department of Public Instruction recommends districts cultivate a team of people who understand the programs, data, business rules, use of the data for state and federal reporting, and local policies to coordinate data reporting. Data teams can offer insight and expertise in their data area, be involved in clarifying data submission guidelines, and assist with data review and issue resolution. Collaborating with the currently designated WISEdata contact on these efforts will increase awareness at the local level and help to ensure better quality data.

Insight and Expertise

Gather a team of experts, one lead per data area, to ensure comprehensive and accurate data submissions.

Involvement

Additional help with data submission guidelines and access for data entry reduces the workload for smaller schools or districts.

Review and Issue Resolution

Meet at the start of each term and several times throughout the year to review the data, tend to data quality, and address any technical issues like validation errors.



Data Privacy

- [Data Privacy](#): Protecting student privacy is required by law and the highest priority of DPI. DPI data collection and reporting systems must protect privacy and be useful, valid, and reliable. The ISSI team works to secure the infrastructure, software, hardware and systems to prevent unauthorized access to data.
- [External Confidential and Non-Confidential Data Requests](#)
- [Federal Reporting](#)
- [Secure Access File Exchange \(SAFE\)](#)

New District Administrator Webpage

- District Security Admin set up
- School Directory submission
- Student Snapshot preparation
- Report card guidance
- Important deadlines
- Helpful resources and contacts

NEW DISTRICT ADMINISTRATOR

New District Administrator

New District Administrators

This webpage is designed to help new district administrators and independent charter school (ICS) administrators get started with DPI. Its goal is to give district administrators a guide for their responsibilities and to provide supporting resources for their positions. We welcome your feedback on how we can provide additional support to you as you lead Wisconsin's school districts. To do so, please click [Contact Us](#) at the bottom of the page. This will submit a Help Desk ticket to the Customer Services Team.

Resources

[WISEdata Reference Guide for Administrators](#): Reference guides for District Administrators on the WISEdata, WISEdash, and ASM tools.

[For District Administrators](#): Designed as a “go-to” for information that is most relevant to administrators.

[New District Administrator](#): Designed to help new district administrators and independent charter school (ICS) administrators get started with DPI.

[Choice Administrator Training and Access to OAS](#): Training for Choice administrators of private schools first participating in the Choice program and new Choice administrators of schools currently in the Choice program.

[WISEdata Annual Tasks Checklist](#): a general guide for helping ensure necessary snapshot tasks are completed.

[WISEdata Flyer](#): High level overview describing how WISEdata has improved our data collection process, data quality, and system integration.

[Data Elements](#): List of links to all WISEdata data elements and their descriptions, uses, and codes

[Knowledge Base Articles](#): Useful articles on validations and other related topic

[WISEdata Events Calendar](#): View deadlines, trainings, webinars, etc.

[WISEdash Reference Guide for Administrators](#): Reference guides for District Administrators on WISEdash.

[WISEdash Flyer](#): High level overview of features included in WISEdash for Districts.

[Data Inquiry Journal At-A-Glance](#): Overview guide for users of the data inquiry journal.

Questions?



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Thank you!



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