

**Questions & Answers**  
**WISEdata 101 (Public) New Users: Q&A**  
**Jeff Perry & Adam Mueller**  
**March 10, 2022, 9:00 a.m. - 9:45 a.m.**  
**Britt Mueller & Adam Mueller**  
**March 10, 2022, 1:00 p.m. - 1:45 p.m.**

**Q: Cathy - Fontana School District:** I need to change course codes in IC, are the course codes and roster codes the same thing?

**A:** Please refer to <https://dpi.wi.gov/wise/data-elements/coursereference> you can match codes in the Download file to see what your SIS maps to.

**Q: Christina - Shiocton School District:** This is more for WISEdash - On our Oct 1 snapshot page, there is a green box that says "SPED w/ Count Incl Oct 1 = NO". We have a few students listed here but some are not. Is there a certain criteria that pulls into this field? Or should any SPED that are now active in our district show in this number?

**A:** A student shows here if they have an active sSEPA record reporting in WISEdata but their Oct 1 value is reported as No. This could be due to a misreported value or your district is not accountable for the student's SPED services. Please submit a help desk ticket so we can take a closer look at your situation to ensure the students in question are being reported correctly.

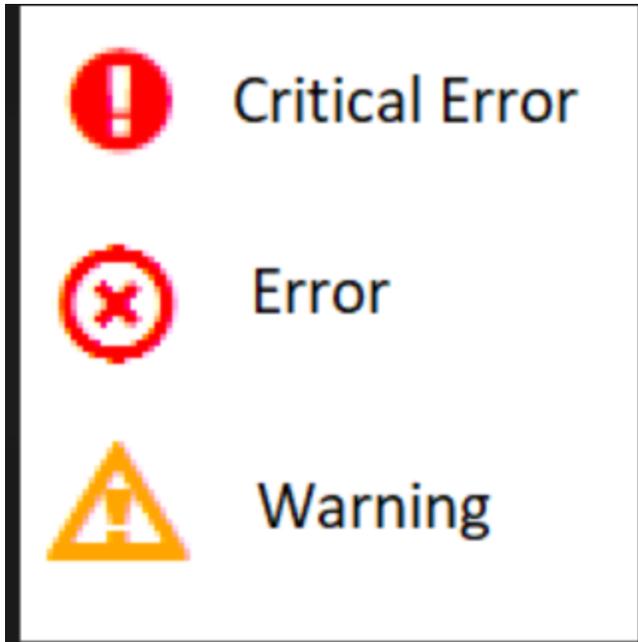
**Q: Kelly - Shiocton School District:** This is Kelly from Shiocton and expanding on Christina.....it's our little ones with EC environmental codes who are specifically not showing. All of our school age kids are showing.

**A:** If the sSEPA record overlaps October 1, then it would be yes otherwise no. This data quality indicator is more for Snapshots to warn so you make sure to review the students enrollments. Not so important until September and October each year.

**Q: Kristen:** When looking at the WISEdata errors, is there a priority as to which ones should be cleared up first? The errors or the unacknowledged warnings?

**A:** Use filters to organize your approach to resolving in the below order.

- Critical Error (WISEdata to WISEdash)- This should be corrected first.
- Error
- Warning - unusual or unexpected value but not necessarily wrong



**Q: Christina:** When a course has no students enrolled and you get a warning saying "No student sections associated with this course" are you required to remove that course as active in your SIS or can you just acknowledge the error and be good that way?

**A:** Preferred method of handling is to mark as Inactive in your SIS to remove them from WISEdata. If it is too difficult in your SIS then just acknowledge the warning. It helps system performance if you can remove it easily. Difficulty varies by SIS product.

**Q: Beth - Black Hawk School District:** Is there some place to go to find out the status of error codes?

**A:** Once they are resolved and the changes come to WiSEdata from your SIS they will go away on their own daily with a validation.

**Q: Jessie Liegl - West Bend School District:** Did have this issue at the beginning of the school year with all of our October 1 students saying No before the snapshot. I believe our technology department had to adjust settings/ranges on our end to make sure the records flow properly. You can also work with your SIS.

**A:** The October 1 count record always comes from the SIS. You need to have a way to sync this data with your third party special education software vendor.

**Q: Jill Resch - Wittenberg-Birnamwood School District:** In a validation message, under General there is a student who has an Effective begin date of 9/1/22 and an Effective end date of 8/31/22. Are these dates of enrollment and exit? Also, where does that info come from, because these dates are not in the sis.

**A:** Generally speaking if you don't populate dates, the effective dates are done automatically by DPI to prevent overlaps for enrollment records and sSEPA records. One example is that there are other enrollments from a different district. So the system automatically adds date data based on the other districts records if there are missing end dates from the previous district.

**Q: Beth - Black Hawk School District:** It seems to me that at one time there was a place to go to find if there was an error code that was being looked into by WISE.

**A:** There was a document, Bug & Deficit List, that documented DPI issues and vendor issues. We don't think it's being maintained any longer. We will look into possibly doing this again.

**Q: Isabel Perea Martinez - One City Schools:** We run a longer school year (not summer school but regular school) and we always get errors because the food program and special education ends on July 30 instead of June 30. When I asked how to fix that error, DPI said we should put the June 30 day, but that is not the reality in the school, is there another way to remove those errors?

**A:** We have to have cut off dates for the year at DPI for database and system needs. Districts may have their own schedule outside these ranges. Jeff Perry from CST will look into this.

**Q: Kristen:** How do you find the information on the Tuesday afternoon meetings?

**A:** Please refer to: <https://dpi.wi.gov/wisedata/events/month>. You can import these into your Calendars from there as well.

**Q: Christina:** Do you know the date of the spring demographic snapshot? :

**A:** May 24 2022. You can find this info on the calendar we mentioned above. We always recommend getting your changes entered the day of the snapshot. It may be locked after certain times.

**Q: Jessie Liegl - West Best School District:** We have tried to do a clean up in the morning on the day of the snapshot and the last two times the system has been locked.

**A:** Yes we believe the system is locked around 9 AM. We recommend doing all changes by the day before as lock times vary.

**Q: Beth:** Do you send emails to schools if something doesn't look quite right before snapshot? Ex. attendance looks off.

**A:** It's all in the WISEdata Portal. Alerts are also there.

**Q: Lynn Pinault - Wisconsin Dells School District:** Where will this list of Q & A be located for future reference. I am multitasking away today and have missed out on most of this session. I would like to be able to review what was discussed:

**A:** It will be on the WISEdata Conference page <https://dpi.wi.gov/wisedata/conference>.

**Q: Angie Louis - iForward Online Charter (Grantsburg):** When working to correct errors, I often contact the primary contact listed in WiseData for the student's last school. Lately, I've had a few contacts tell me they are an incorrect contact person. Would WiseData consider generating a confirmation email to check on the accuracy of those contacts, including instructions for how schools can change this contact information within WiseData?

**A:** We will pass this information on. They are forced to update at the start of the school year. Districts are supposed to update this during the year but often they don't.

**Q: Beth - Blackhawk School District:** I have an error 6777. We have tried to get this cleared but no luck.

**A:** Please use the [KBA 6777](#). Use Demographic view within the WISEdata Portal's "Student Details". You can view the ELP Code reported. Make corrections to the student's ELP code in your SIS to clear errors. This allows you to work with the EL Coordinator to determine what services are needed. Review later today to see if validation clears up. If not, submit a help ticket.

**Q: Alyshia - Amery School District:** Hello, I have an enrollment overlap warning 6374. This was a unique situation because a student exited one district and entered ours on the same day. Will this cause issues in the future?

**A:** The overlap date is caused by the same exit date, and same enrollment date by both educational agencies. You can manually modify the date, and push to WISEdata, validate the data. You can acknowledge the warning. DPI Data Warehouse will backdate the enrollment within the data received. The second Friday of January will not be affected by the counts reported. The School Financial Services team requires this deadline, but it does not affect WISEdata reporting. Please contact DPI School Financial Services: contact [dpifin@dpi.wi.gov](mailto:dpifin@dpi.wi.gov) (608) 267-9114.

**Q:** Will these Q&A docs be available somewhere after this?

**A:** Yes, the conference materials are here: <https://dpi.wi.gov/wisedata/conference>.

**Q: Janet - Chilton School District:** Someone shared earlier a calendar of when errors should be cleared. Can you share that information again?

**A:** <https://dpi.wi.gov/wisedata/events/month> is our events calendar. You should be doing cleanup prior to due dates for snapshots.

**Q: Beth - Parkview School District:** I have an overlap issue as well. The student left her former school on 03/04 - last day there- Enrolled at new school on 03/07 as open enrolled out from my district. I need to add an entry / withdrawal record but I can not use the days over the weekend. How can I enter this without the errors?

**A:** The former school should enter the last day you provided services. The new school's entry code will not be collected, but the entry date is collected.

**Q: Beth:** I am the resident district. Last day at the old school was 03/04 . She is open enrolling out of our district and started on 03/07.

**A:** Exit with 03/04 exit date.

**Q: Beth:** If the student's last day was on a Friday and the previous Wednesday and Thursday they didn't attend school, what would be the exit date? Friday?

**A:** This is a local decision. If the intention was to exit on Friday, but didn't attend Wednesday, Thursday (for example), you can mark the days of absence and exit on Friday. You can also exit them on the last day of attendance and receiving services.

**Q: Beth:** Skyward does not accept weekend dates for enrollment. Because she lives in our district we have to have an enrollment record because we are the home district but she started at the school out of our district on Monday 03/07. She never attended my district; she came from the Tomah district.

**A:** The exit date should be 3/04, push the changes to WISEdata and run a validation. If a validation message remains, please submit a Help Ticket. Please relay the information to the other school district.

**Q: Janet Schneider - Chilton School District:** We have error 6756 for a family that briefly exited and returned they are not homeless any more. What is the correct way to deal with this error?

**A:** Once a student is reported homeless in a school year by any school then they remain homeless in WISEdash for Districts for the entire school year in all schools. It is a warning in WISEdata, so it's fine to acknowledge that.

**Q: Jody - Hilbert School District:** We had this overlap of enrollment issue in a previous session and found out that PowerSchool (which we have) has us transfer the student out one day after they leave and other systems are transferring out on the day they actually leave. So PowerSchool users use 3/10 if they leave today and other systems use 3/9 if today is their last day.

**A:** Not sure why PowerSchool does that. Look at how days are coming through and make an adjustment if needed.

**Q: Melissa - Lake Geneva School District:** We are also getting error 6818 we have an entry date of 2/28/22 and the previous school exited them on the same date 2/28/22. When I look at the details of the previous schools exit the effective end date is 2/27/22. How do we fix the error?

**A:** [KBA 6818](#) Rostert section information when student enrolled you didn't have dates populated in section so the section date was outside of the enrollment date. Correct within section date start within enrollment.

**Q: Agnelie Louis - iForward, Online Charter, Grantsburg ; Janet- Chilton; Chelsea -Gibraltar :** The Warning 7168 Missing program 'World Language' in grades 7 to 12. We do offer Spanish to 7-8 and have enrollments and have a number of foreign language classes 9-12. What am I missing? FLEX for instance

**A:** World Language Program association needs to be submitted on the course record. Please contact your SIS for further assistance on where this program association is located within their system.

**Q: Molly - Berlin Area School District:** Warning 6769, Enrollment exists for the student, but the student has 'Zero' student Section Associations. All 3 students have already exited so don't show the sections anymore. How do I get read of this warning or do I just acknowledge warning

**A:** If more than a few days there should be some roster info reported for them. It could be they were in alternative programs or other odd scenarios so not in any CTE or World Language programs you can just acknowledge the warning.