

# WISEdata Choice School End Of Year Preparation

DPI Customer Services & Data Collections  
Teams

Wisconsin Department of Public Instruction

June 6, 2023



WISCONSIN DEPARTMENT OF  
**Public Instruction**  
Jill K. Underly, PhD, State Superintendent

# Reporting Deadlines and Snapshots

See the [WISEdata Events](#) page for the most up-to-date information.

- **Summer Data Quality Review - August 2023**  
2022-23 Year End Attendance & Completion
- **November 2023 - 6 weeks prior to snapshot**  
DPI Data Quality outreach begins
- **Tuesday, December 5, 2023, Snapshot**
  - 2022-23 Year End Attendance & Completion
  - 2023-24 Third Friday of September Enrollment
  - 2023-24 Graduation Requirements
  - 2023-24 Digital Equity Data (recommended, not required)
- **Tuesday, May 23, 2023, Snapshot**
  - 2022-23 Spring Demographics

# What Is Data Quality?

## What Is Data Quality?

Several factors contribute to the quality of data, including:



**Accuracy**



**Completeness**



**Relevancy**



**Validity**



**Timeliness**



**Consistency**

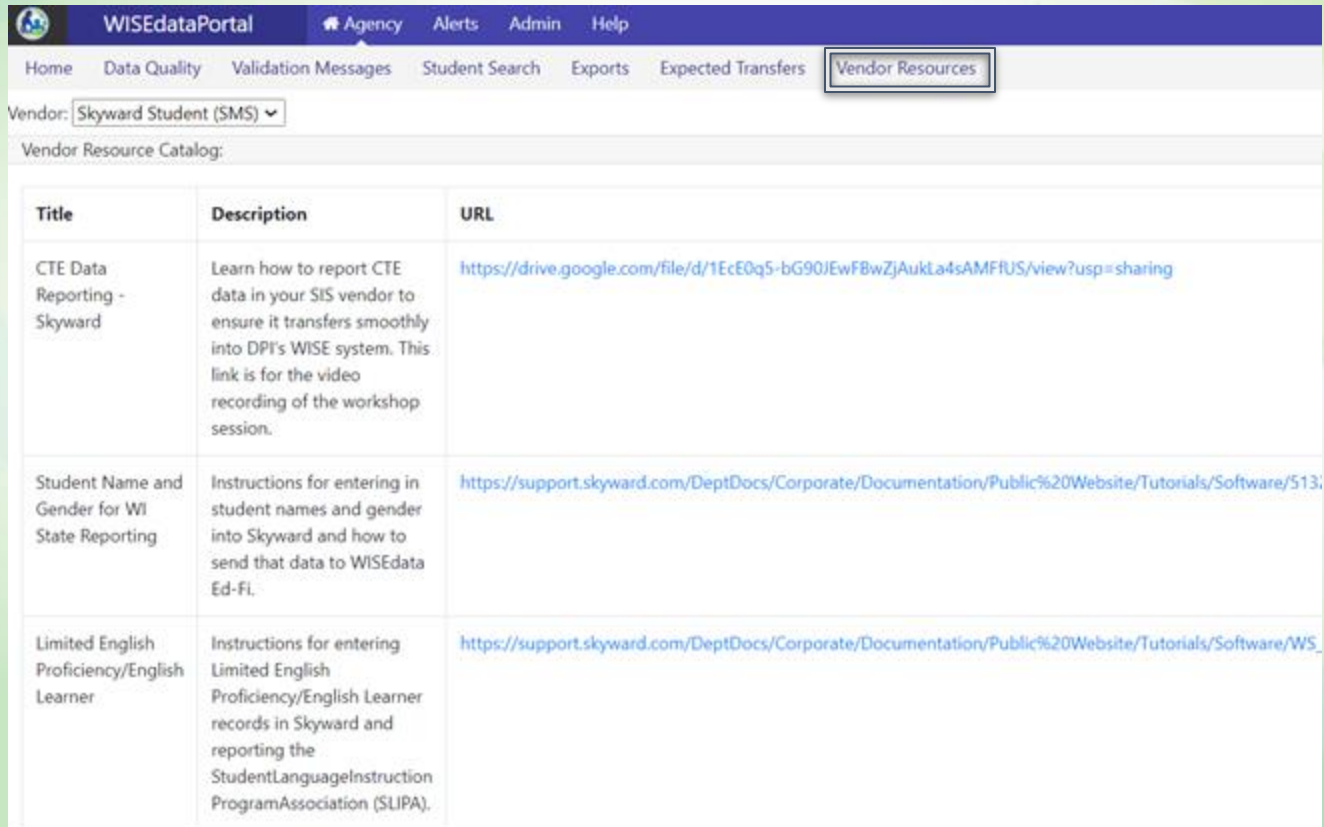
\*<https://www.lotame.com/why-is-data-quality-important/>

# Why Spend All This Time On Data Quality?

When students, parents, educators, and policymakers have the right information to make decisions, students excel.



# WISEdata Vendor Resource Guide



WISEdataPortal Agency Alerts Admin Help

Home Data Quality Validation Messages Student Search Exports Expected Transfers **Vendor Resources**

Vendor: Skyward Student (SMS) ▼

Vendor Resource Catalog:

Title	Description	URL
CTE Data Reporting - Skyward	Learn how to report CTE data in your SIS vendor to ensure it transfers smoothly into DPI's WISE system. This link is for the video recording of the workshop session.	<a href="https://drive.google.com/file/d/1EcE0q5-bG90JEwFBwZjAukLa4sAMFJUS/view?usp=sharing">https://drive.google.com/file/d/1EcE0q5-bG90JEwFBwZjAukLa4sAMFJUS/view?usp=sharing</a>
Student Name and Gender for WI State Reporting	Instructions for entering in student names and gender into Skyward and how to send that data to WISEdata Ed-FI.	<a href="https://support.skyward.com/DeptDocs/Corporate/Documentation/Public%20Website/Tutorials/Software/513">https://support.skyward.com/DeptDocs/Corporate/Documentation/Public%20Website/Tutorials/Software/513</a>
Limited English Proficiency/English Learner	Instructions for entering Limited English Proficiency/English Learner records in Skyward and reporting the StudentLanguageInstruction ProgramAssociation (SLIPA).	<a href="https://support.skyward.com/DeptDocs/Corporate/Documentation/Public%20Website/Tutorials/Software/WS">https://support.skyward.com/DeptDocs/Corporate/Documentation/Public%20Website/Tutorials/Software/WS</a>

# Closing the School Year in WISEdata

- [Exit date](#) should reflect last day of receiving educational services unless your school has a specific policy regarding exit date.
- food service program should include exit date
- [Exit Type](#) entered into SIS

[Decision Guide for Determining Exit Types for Choice Schools](#)



# Closing the School Year in WISEdata

- High School graduates require [credential type of a regular diploma](#) entered into SIS
- [Term Completion Indicator](#)



# Exit Types

<b>TC</b>	Transfer to Another WI school covered by WISEdata	Transfer to another WI school covered by WISEdata or continuing in the same school. Known to be continuing.
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A school covered by WISEdata includes:

- a Choice school opted in to the All Students Report Card,
- a Choice participant transferring to a school opted out of the All Student Report Card,
- or a public school.





# Known to be Continuing

**Transfer Confirmation:** To confirm that a student transferred out, the school or district must have official written documentation that the student enrolled in another school or in an educational program that culminates in the award of a regular high school diploma. (34 C.F.R. §200.19(b)(1)(ii)(B)(1))



# Exit Types

<b>TNC</b>	Transfer to a WI school not covered by WISEdata.	Transfer to a WI school not covered by WISEdata. Known to be continuing.
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**TNC** should be used when a student is transferring within WI:

- to home-schooling,
- to a private school not participating in the Choice program, or
- as a non-Choice participant to a Choice school not opted in to the All Students Report Card.



# Exit Types

<b>ETC</b>	Expected transfer/promotion to a new school covered by WISEdata.	Expected transfer/promotion to a new school covered by WISEdata. Not known to be continuing.
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**ETC:** Take care to limit the use of ETC to only students for whom you have evidence of the transfer. Refer to the ODO slide later in the presentation for information on exiting a student when there is no evidence of transfer.



# Exit Types

HSC	High School Completion	High School Completion
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**HSC:** Use this exit type if the student earned a high school completion credential on or before the exit date. This exit type requires that your district submit a high school completion credential type.



# Exit Types

ODO	Other, Dropout, or Possible Dropout	Other, Dropout, or Possible Dropout
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**ODO:** Use this exit type if the student is a known dropout or if the student is not known to be continuing in an educational program and no other exit type applies.

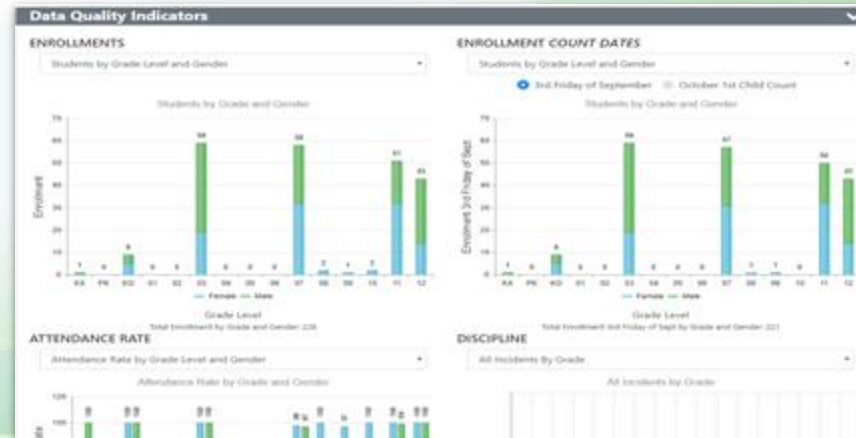
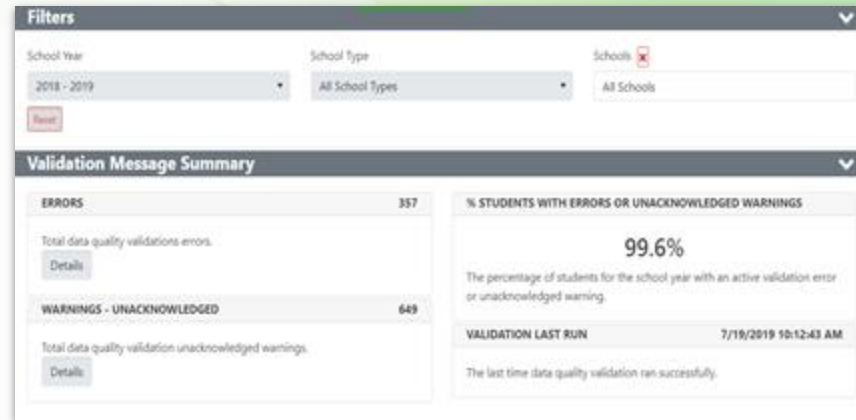
- If you expected one of your students to transfer to another district but the student never ended up enrolling at that district or any other district, then you should enter ODO for the student's exit type. Even if you sent records in preparation for the transfer, if the subsequent school never enrolled the student, the student remains your responsibility. You will need to investigate the student's whereabouts. If after investigation, you find the student is no longer enrolled anywhere, submit ODO.



# WISEdata Data Quality Portal

## Data Quality Metrics

- Provides **quick checks** to see if data is falling in expected count thresholds
- Provides **multiple views** based on **different core demographics**

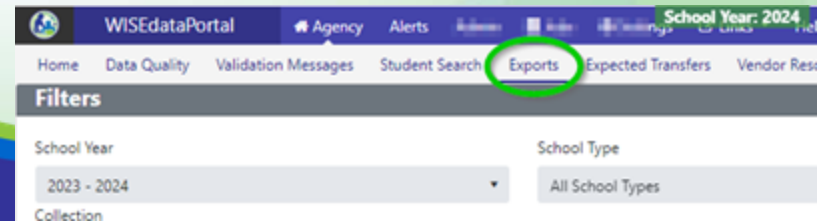


# Extracts for Choice Schools

WISEdata users at Choice schools can Extracts in WISEdata Portal.

1. Log in to WISEdata Portal through the WISEhome.
2. Under the Agency header, go to Exports.
3. Download the extract you want to see under the WISEdash Extracts section.

WISEdash Extracts are intended to help Choice schools access graduation and dropout rate information normally available only in WISEdash for Districts. WISEdash Extracts work similarly to normal WISEdata Portal exports, and allow Choice schools to download reports that they can use to track graduation cohorts and calculate graduation, high school completion, and dropout rates.



# WISEdash Extracts for Choice Schools

Extract Name	Description
Graduation & HS Completion Rate	This report shows students included in the numerator and denominator of the Graduation Rate (Regular Diploma) and High School Completion Rate.
Graduate Future Cohorts	This report shows the cohort for high school completion in which a student is placed based on grade level and school year of their first entry into high school.
Dropout Rate	This report shows students included in the numerator and denominator of the annual dropout rate.
Absenteeism	This report shows students' status regarding chronic absenteeism under the Wisconsin state definition.





# WISEdash Extracts for Choice Schools

For the upcoming December snapshot review 2022-23 WISEdash Extracts

- Graduation Rate data should be reviewed by schools with Grade 12 enrollment.
- Graduation Cohorts should be reviewed for all schools with grade levels 9 to 12. Verification of a student's first enrollment in high school, usually in grade 9, helps to understand the school year which DPI expects the student to graduate.
- Dropout data should be reviewed for grade levels 7 to 12.
- Absenteeism data should be reviewed for all schools.



**Prepare:**

Student Data Collections for the 2023-24 School  
Year



# Collaborating with Local Public School District

- **Title Services Consultation**

- If receiving Title I services, consult with your LEA to determine what economic data is available and should be reported.
- If receiving Title III services, work with LEA to have students assessed with ACCESS to report ELP (English Language Proficiency)
- For additional information, visit the [Title I and School Support page](#) or contact the Title I and School Support Team at (608) 267-3721 or [dpititle1@dpi.wi.gov](mailto:dpititle1@dpi.wi.gov).

# Ombudsman

The Every Student Succeeds Act (ESSA) requires each state to identify an Ombudsman to work with private schools and public school districts to ensure equitable services are appropriately provided. DPI has contracted with the Wisconsin Council of Religious and Independent Schools (WCRIS) to be Wisconsin's Ombudsman. All equitable service inquiries should be directed to [essaombudsman@dpi.wi.gov](mailto:essaombudsman@dpi.wi.gov).

# Collaborating with Local Public School District

- Students with special education or related services from a public school/district attending a Choice school are identified as **Parentally-Placed Private (PPP)**
  - students need to be reported by both agencies that are providing services.
    - Enrollment Type for the Choice School is Primary
  - Overlapping enrollment errors occur when this coding is not used in the public district's SIS.
    - Enrollment Type for the Public School is Parentally-Placed Private (PPP)

# Beginning of Year Reminders

- Attain WISEids for new students
- Modify your [enrollment](#) paperwork to include these *optional* collections:
  - [Ancestry/Ethnic Origins and Tribal Affiliation Data Collection](#)
  - [Digital Equity Internet Access At Home Survey](#)

# Food Service Program and Economic Status

Food Services eligibility must be reported for all students, regardless of whether or not the school participates in the NSLP.

- Food service program eligibility and economic status reported in tandem
  - verify if your school participates in NSLP or CEP
  - Update [alternate household income form](#) (if applicable)
- If your school does not participate in sponsored lunch program:
  - economically disadvantaged status: True/False
  - food service program eligibility: unknown

# Prepare: Enrollment Materials

## Digital Equity: Internet Access at Home Survey

The Digital Equity Gap Data can be used to:

- Ensure schools are able to track and support the needs of every student
- Identify possible Internet providers that can serve a student location
- Advocate and plan for broadband investments in your community





# Prepare: Enrollment information

## Ancestry/Ethnic Origins and Tribal Affiliation

These new data collections are optional for both Choice and public schools to collect and report. This data is valuable for improving educational outcomes for small groups of students who otherwise would not be distinguishable in the aggregated data ([race/ethnicity categories](#)) used for federal reporting. Including this information with registration can help provide families and students with more choices when identifying their racial or ethnic background, as well as help DPI to better understand the diversity of our students and families.



# Prepare: Enrollment Information

## Ancestry/Ethnic Origin and Tribal Affiliation (Continued)

- DPI will use this information to report on the educational progress of groups of students, but never individual students.
- Tribal affiliation is also used to target grant funding.
- To get started, you can use the [ancestry/ethnic origins and tribal affiliation questions](#).



# Prepare: Enrollment Information

## The Immunization Registry Integration

This collaboration with DHS not only saves significant amounts of staff time but also improves the accuracy of immunization data entered in the SIS.

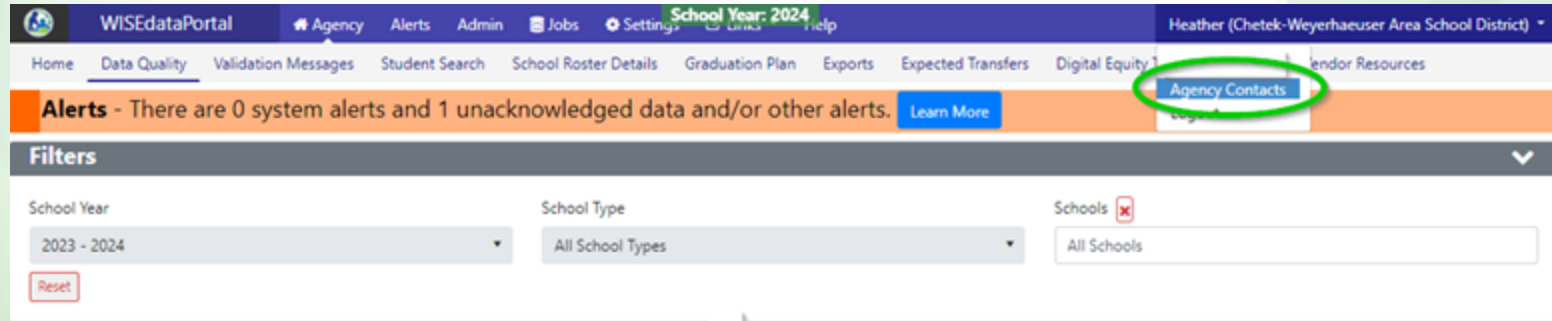
- allows for your school's nurse or data administrator to automatically pull down immunization data from the Wisconsin Immunization Registry, also called WIR into their SIS
- This includes vaccine groups, vaccine codes, administration dates, and other details



# Confirm Contact Information

My Contacts→ Top-Right Corner

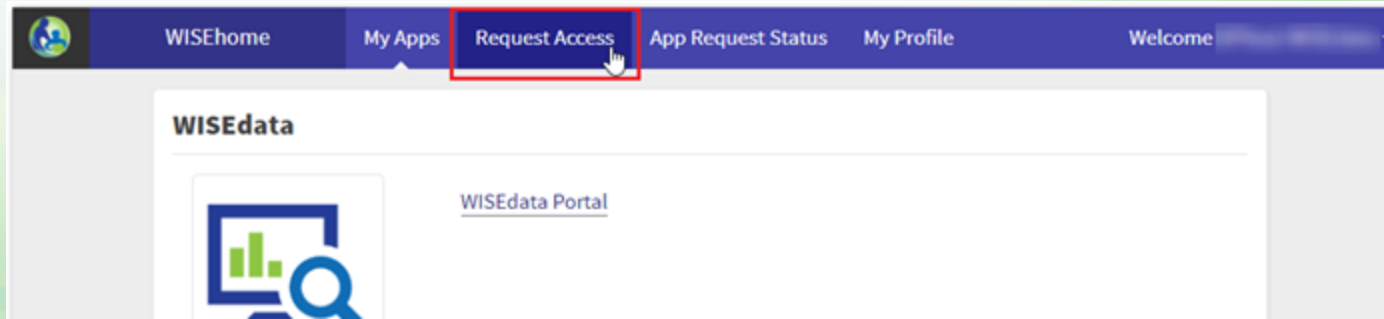
- If Contacts need to be updated, please take the time to update now.



The screenshot displays the WISEdataPortal interface. At the top, the navigation bar includes 'WISEdataPortal', 'Agency', 'Alerts', 'Admin', 'Jobs', 'Settings', 'School Year: 2024', and 'Help'. The user is identified as 'Heather (Chetek-Weyerhaeuser Area School District)'. Below the navigation bar, there are links for 'Home', 'Data Quality', 'Validation Messages', 'Student Search', 'School Roster Details', 'Graduation Plan', 'Exports', 'Expected Transfers', 'Digital Equity', and 'Vendor Resources'. An orange alert banner states: 'Alerts - There are 0 system alerts and 1 unacknowledged data and/or other alerts. Learn More'. A blue button labeled 'Agency Contacts' is circled in green. Below the alert banner is a 'Filters' section with dropdown menus for 'School Year' (set to '2023 - 2024'), 'School Type' (set to 'All School Types'), and 'Schools' (set to 'All Schools'). A 'Reset' button is located at the bottom left of the filters section.

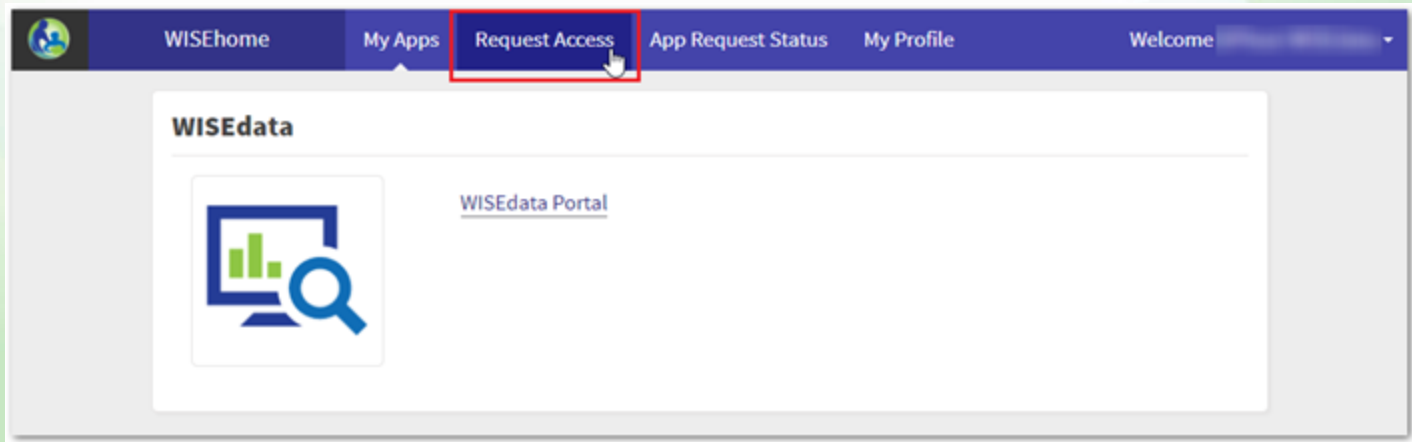
# How to Request Access to Reporting Applications

1. Log into WISEhome using your WAMS ID or a district or agency email account.
2. In [WISEhome](#), go to the **Request Access** tab at the top of the screen.
3. On the Customer Request Access form fill out the required fields:
  - o Click the Private button, then choose your school from the list. By default the list is in alphabetical order by city.



# How to Request Access to Reporting Applications

- Include your **Job Title**, and the **Applications** you're requesting access to.
- You can also include **Comments** to explain why you need access.
- Once you fill out the form, click **Request Access**. The request will be sent to your school's application administrator(s) for the requested app, or if there isn't one, the DSA.



# Stay in Contact

Users can add and update WISE system contact information in WISEid and WISEdata.

- Both Primary and Secondary Contacts are **required** for each agency and must be updated each year. Generic contacts receive general communications from DPI. \*Choice schools contact will default to previous Choice administrator starting 2021/22 school year.
- Use the **Edit** or **Delete** icons to the right of the email address to make changes or delete a contact. It's important to make sure these are up-to-date.



# Helpful Resources

- [WISEannual Checklist](#): a general guide for WISEdata reporting
- [WISEdata Help](#): links to WISE help pages and useful resources
- [2023 WISEdata Conference](#): recorded sessions, slide decks, and agendas
- [Info for Schools](#): basics of getting started and guidance on SIS transition
- [Exit Type Decision Guide for Choice Schools](#)
- [WISEdata Events Calendar](#): View deadlines, trainings, webinars, etc
- [Private School All-Student Report Card](#): submit by Aug. 1 to report all students or Choice participants only on your school's report card
- [WISE Classroom E-Learnings](#): training for new and returning WISEdata users
- [Beginning WISEdata User Setup](#): WAMS ID, WISEhome, WISEsecure
- [New Choice Administrator Setup](#): Once you have a WAMS ID, complete the District Administrator Authorization Form to submit a request to be assigned as a DSA.





# Getting Help

The [WISEhome](#) page has great resources

Submit a Help Ticket

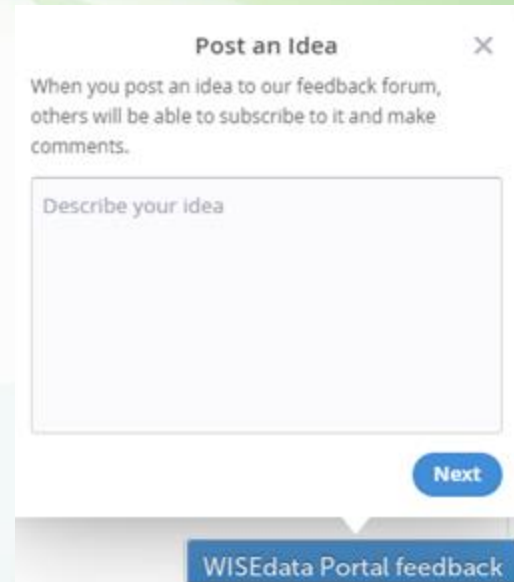
- Access issues with your WAMS ID? Create a [WAMS Help Ticket](#)
- WISEdata issues?
  - SIS Vendor Support
  - [Help Ticket for WISEdata Questions](#)



# Giving Feedback

**Within most DPI applications you can:**

1. Provide feedback directly
2. Enter a new suggestion
3. and Vote on suggestions made by other people
4. [Please vote on projects](#) you want us to focus on for the 23/24 school year



The screenshot shows a 'Post an Idea' form with a close button (X) in the top right corner. Below the title is a short paragraph: 'When you post an idea to our feedback forum, others will be able to subscribe to it and make comments.' Underneath is a large text input area with the placeholder text 'Describe your idea'. At the bottom right of the form is a blue 'Next' button. Below the form is a blue banner with the text 'WISEdata Portal feedback'.



**Thank you!**

