

WISEdata 101: New Users Q&A for Choice & Public Schools

Presenters: Jeff Perry and Carrie Boe

Day 1: 3:00 - 4:00 PM Questions and Answers:

1. **Renee:** Would you give an overview of the WISEdata process, requirements, and dates?
 - a. Renee, here is a resource to assist you in the overview of requirements and dates:
<https://dpi.wi.gov/wisedata/schools/annual-tasks-checklist>

Data is retrieved from your SIS into a repository database. We are looking for issues with the data (L1 errors). Then you as a user can queue the data, which will be sent to WISEdata. You can view the data in WISEdata. Every night WISEdata sends an update to WISEdash. WISEdash is considered our data warehouse. Any public reporting, including report cards comes from WISEdash. Public schools have the ability to use the WISEdash.

Renee: Thank you!

2. **Laura Alva Garcia:** Is there a schedule of when validations are turned on? Or are all the validation checks always on?
 - a. Basically, when your data is the repository database every night without you doing anything the validations will run against your data. For snapshots or other reasons, you may queue a validation manually in WISEdata.

Laura: I'm sorry, I was thinking of "errors".

Sometimes, yes, there are certain errors. Up until the December snapshot captures year end data from the prior school year. Such as attendance and exits. There is some data captured in those snapshots. Some validations are turned on after the snapshot, but for the most part the validations run all the time.

3. **Heather:** Where do you actually see the validation report, then, once completed?
 - a. Jeff will demo where the errors and warnings live.
4. **Brenda Lammers:** This is our first year using the Forward exam for all of our students. As a small private school we have only ever had WISEid's for our choice students. I will be working on getting WISEid's for the rest of our student population and entering them in our SIS. Do I need to do anything special to have these students ready for the Forward exam other than simply entering their WISEid?
 - a. As for WISEid, even if the students are not being reported to the WISEdata by your school it is certainly fine if you use the WISEid for them. When using the WISEid process it is very important that we use the match review process to prevent

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duplicate WISEids. You will want to upload a person file upload in WISEid and fix any errors that may arise. After that you can download a WISEid file to upload into your SIS. For Forward though you may not want to do that. Check with your vendor, testing vendor, or OEA for assistance.

WISEid Quick Start Guide:

<https://dpi.wi.gov/wisedata/help/wiseid/choice-quick-start>

5. **Stephanie Tarnutzer:** Where is the roster and how is it turned on/off?
 - a. If you are a choice school then you do not need to report it. Roster is coursework information - students courses, grades and teachers assigned to those courses. Roster should be reported by public school districts. Roster data is captured in the December snapshot, so you do not have to have it turned on right away in the school year. It does depend on how your SIS is set up and how you want to manage your data.

6. **Danielle Hasburgh:** I have the same question as Stephanie, how is the roster turned on? I have error code 6766 and almost all of my students have this error? I am curious how to resolve this?
 - a. Here is the KBA for 6766
<https://crmportal365.dpi.wi.gov/CRMPortal/article.aspx?id=047dcd5c-3b7a-e811-80e4-005056847c52>

Your SIS should clean it up if possible If there are no student associations assigned. You may acknowledge the warning if you agree with the duplicate entries.

7. **Laura Alva Garcia:** Jeff-you should put in a plug for the Tuesday WISE webinars.
 - a. Jeff went over the user group calls. WISE User Group Webinars:
<https://dpi.wi.gov/wisedata/events/upcoming?combine=WISE+User+Group+Webinar>

8. **Heather:** How do you correct overlapping enrollment periods - within your own school? We had an original start date of 8/24, then due to the pandemic, delayed our start to 9/2. Only 36/342 students are coming up as issues with this. I can't figure out how to fix that.
 - a. If the original date is August and had to wait until September your SIS vendor may have sent in the August start date. There is a conflict of enrollment dates. Your SIS vendor would need to delete the August start date.

9. **Fatima Bendada:** What is the link for these meetings? Is it on DPI's website?
 - a. WISE User Group Webinars:
<https://dpi.wi.gov/wisedata/events/upcoming?combine=WISE+User+Group+Webinar>

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- 10. Susan Hahner:** Are the sessions being recorded, so that we can go back and watch these again?
- The Question and Answer sessions are not recorded, however, the presentations are recorded and recordings will be available in one to two weeks. We do have the slide decks available to you now: <https://dpi.wi.gov/wisedata/conference>
- 11. Mary Cline:** Susan Hahner- yes. They will be posted on Youtube. Anticipated date TBD.
- 12. Heather:** What if we are currently a lost cause and need more 1-on-1 help with fixing errors? Will there be another snapshot before the Forward exam to capture corrected info following our error reports?
- Heather, our Customer Services Team can offer in-depth support. Please submit a Help Ticket, <https://dpi.wi.gov/wisedash/help/ticket> and ask for 1-on-1 help fixing errors.
- With the pandemic we are waiting until June 1 for the demographics snapshot.
- 13. Heidi - Chippewa Falls:** I have questions regarding special education Environmental Codes. I have a student who is in K4 who is 5 years old that is throwing an error because his EE1 code is for a K4 student.
- We are looking at these types of errors to see if we can find a better way of doing this in the future. The error cannot be cleared for now. For guidance regarding Educational Environments, please review <https://dpi.wi.gov/wise/data-elements/educational-environment>.
- Heidi:** Perfect
- 14. Mary Cline:** Can you provide guidance on an 6742 exit code error for a student who was dismissed from special education? For example- a child who "graduated" from speech services. I think the problem is we used E not T?
- "E" is used when the student leaves your district. "T" Transfer to regular education is probably the code you should use.
- 15. Joan K:** I understand that if a student has a class in another school that they do the course roster info but our school does the attendance. So I create a "class" to put into our system and put the attendance in there?
- This applies when they attend two public school districts. If there is a private school involved, then they do not need to report those courses. There will be a primary and coursework enrollment type. Enrollment Type guidance: <https://dpi.wi.gov/wise/data-elements/enrollment-type>
- 16. Renee:** How do I look at WISEdata to check economically disadvantaged indicators for students?

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- a. Jeff will show this live demo using the WISEdata student demographics export file.

Renee: Thank you

17. Jenna: Where can we find a list of the data that will be collected for the June 1st snapshot?

And that info is for the 2020-2021 school year right? :-)

- a. WISEdata Spring Demographic Snapshot:

<https://dpi.wi.gov/wisedata/events/wisedata-spring-demographic-snapshot>