

CREATING
OPPORTUNITIES
FOR STUDENTS TO
KEEP WYOMING
STRONG

MEMORANDUM NO. 2018-132

TO: School District Superintendents
EL Coordinators

FROM: Shelley Hamel, Chief Academic Officer

DATE: December 3, 2018

SUBJECT: EL Screening Prior to the Beginning of School Year



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ENGLISH LEARNER PRE-SCREENING

The Wyoming Department of Education (WDE) has received several questions regarding screening kindergarten students during pre-registration. The WDE collaborated with the U.S. Department of Education (USED) in determining how this is allowable in order to provide districts the opportunity to determine staffing needs and instructional planning based on the number of English learners (EL) who would be entering its schools. After discussion with the USED and review of ESSA, Section 1112. [U.S.C. 6312] (e)(3)(A), it was determined that each local education agency (LEA) using funds under Title I or Title III to provide a language instruction educational program (LIEP) as determined under Title III shall, not later than 30 days after the beginning of the school year, inform parents of an English learner identified for participation or participating in such a program. In addition, USED stated that once a student is identified as an EL, LIEP services must start immediately. All schools, regardless of Title III funding are required to provide services to students who are identified as ELs.

The WDE recognizes that schools may want to screen kindergarten students at pre-registration to determine staffing needs, for instructional planning, and for determining how they will support English learners. USED confirmed that as long as the student was not officially identified as an active EL student during

the pre-screening process, and screening is conducted for official identification of EL students at the beginning of the school year, it is allowable for schools to pre-screen. This means that if a school decides to pre-screen students, they will be screening twice, as they are required to screen at the beginning of the school year.

For more information, contact Jessica Fancher at jessica.fancher3@wyo.gov, or 307-777-8964.