

CREATING
OPPORTUNITIES
FOR STUDENTS TO
KEEP WYOMING
STRONG

MEMORANDUM NO. 2019-068



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TO: School District Superintendents
K-12 Principals
Instructional Facilitators/Coaches
Curriculum Coordinators
EL Coordinators and Teachers

FROM: Kari Eakins, Chief Policy Officer

DATE: May 20, 2019

SUBJECT: Change in Home Language Survey Requirements

HOME LANGUAGE SURVEY REQUIREMENTS UPDATED FOR THE 2019-20 SCHOOL YEAR

The Home Language Survey (HLS) requirements are being updated for the 2019-20 school year. While HLSs remain a standard part of the enrollment process for every Wyoming student, families will no longer need to complete an HLS annually when a student remains in the same district. When a student enrolls in a Wyoming school district for the first time, parents must complete an HLS. All students must have an HLS on file from the current district, regardless of a student or family's perceived language proficiency or linguistic background, ethnicity, or race. A district may have multiple HLS forms for a student when:

- A student transfers to another district within Wyoming.
- A student enters Wyoming from another state.
- A student transfers out of a district and then back to the district at a later date.

Records must be obtained from the student's previous district to ensure that the student is not already an active English Learner (EL) or on Monitoring Status. Electronic or paper copies must remain on file, and must be easily accessible to current school personnel or transfer



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schools in the student's records or with Individual English Learner Plans. The WDE may ask to see HLS forms during testing visits, monitoring and security checks, and state audits.

For more information, contact Antoinette Hallam, EL Consultant, at 307-777-5217 or antoinette.hallam@wyo.gov.