

CREATING  
OPPORTUNITIES  
FOR STUDENTS TO  
KEEP WYOMING  
STRONG

## MEMORANDUM NO. 2020-186

**TO:** School District Superintendents  
Principals  
Business Managers  
Curriculum Coordinators

**FROM:** Kari Eakins, Chief Policy Officer

**DATE:** December 21, 2020

**SUBJECT:** 2021-22 & 2022-23 Alternative Schedule Requests



**JILLIAN BALOW**  
Superintendent of Public Instruction

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## APPLICATION FOR 2021-22 AND 2022-23 ALTERNATIVE SCHEDULES

Alternative schedules that propose fewer than 175 days of teacher-student contact in a given school year must be approved by the State Board of Education (SBE). Districts interested in applying for an alternative schedule for the 2021-22 and/or 2022-23 school year must submit an application, with all required documentation, to the Wyoming Department of Education during one of the two upcoming submittal windows.

Applications submitted by March 1, 2021 will be presented to the SBE during its March meeting. The final opportunity to apply for the 2021-22 and/or 2022-23 school year is May 3, 2021. These applications will be presented to the SBE during its May meeting.

The application and a checklist of required documents may be accessed and submitted [here](#). Districts previously approved for an alternative schedule for the 2020-21 and 2021-22 school years must indicate an intent to continue the approved alternative schedule [here](#).

Schools currently operating under an alternative schedule must submit an [end-of-year report](#) to [elaine.marces@wyo.gov](mailto:elaine.marces@wyo.gov) by July 1, 2021. This report indicates how the alternative schedule impacted teacher effectiveness,

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For more information, contact Elaine Marces, Education Consultant, at 307-777-6210 or [elaine.marces@wyo.gov](mailto:elaine.marces@wyo.gov).