



# Wyoming Department of Education

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## MEMORANDUM NO. 2011-045

**TO:** School District Superintendents  
Business Managers

**FROM:** Fred Hansen   
Director of Finance

**DATE:** March 28, 2011

**SUBJECT:** Preliminary Guidance on HEA 98 Requirements Concerning 16:1  
Student-to-Teacher Ratios in Grades K-3

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### TIME SENSITIVE MATERIAL

Recently, several superintendents and business managers have contacted the Wyoming Department of Education (WDE) asking for clarification on the timeline associated with the implementation of the 16:1 student-to-teacher ratio adopted in House Enrolled Act 98 (HEA 98), specifically W.S. § 21-13-307(a)(iv).

Having worked through the language of HEA 98 with legal counsel, the WDE believes that in order for a district to be eligible for FY 2012-2013 funding, it must have maintained an average student-to-teacher ratio of not greater than 16:1 for the aggregate of all classes in kindergarten through grade three in the district for FY 2011-2012.

With this in mind, the WDE will calculate student-to-teacher ratios and notify districts prior to March 1, 2012. Districts will then have until March 15, 2012, in which to apply for a waiver. The WDE will in turn notify districts of the acceptance or denial of the waiver prior to April 10, 2012.

In the weeks to come, the WDE will work with stakeholders to develop policies to guide the implementation of this new requirement, including those processes, definitions, and additional timelines associated with the application for a waiver.

Should you have any questions regarding this process, please don't hesitate to contact me at 307-777-7804 or [fhanse@educ.state.wy.us](mailto:fhanse@educ.state.wy.us).