

Written Student Learning Plan Alignment Self Assessment Tool

School/Program: Sample School

Student Name: John Doe

Single course Multiple courses – part-time Multiple courses – full time

This checklist is intended as a resource to assist ALE programs in self-assessing current practices for alignment with Written Student Learning Plan (WSLP) requirements defined in WAC 392-121-182.

WSLP Component	Requirement and Rule Citation; ALE WAC 392-121-182(3)(c)	Implications/Notes
Beginning Date: 9 \1 \11 Ending Date: 6\15\12	(i) A beginning and ending date for the student's alternative learning experience <i>Considerations:</i> <input checked="" type="checkbox"/> Start date consistent with first enrollment reporting count date. <input checked="" type="checkbox"/> End date consistent with final enrollment reporting count date. <input checked="" type="checkbox"/> End date consistent with average hours per week to complete course as outlined.	Start date impacts enrollment reporting. End date allows for reasonable time to complete based on average number of hours per week
Minimum Hours per week of Learning Activities Required: 5 Estimate provided by: Mr. American High	(ii) An estimate by a certificated teacher of the average number of hours per week the student will engage in learning activities to meet the requirements of the written student learning plan. This estimate must consider only the time the student will engage in learning activities necessary to accomplish the learning goals and performance objectives specified in the written student learning plan. <i>Considerations:</i> <input checked="" type="checkbox"/> Average number of hours per week is specified. <input checked="" type="checkbox"/> Average hours are determined based on established program procedures. <input checked="" type="checkbox"/> To the extent necessary, hours per week satisfy district written policy for course of study provided in chapter 392-410 WAC . <input type="checkbox"/> Any required items (e.g., a course syllabus or an outline of course requirements) referenced and not directly included in the WSLP, are date stamped and archived electronically or in paper format in accordance with established records retention schedules and made available upon request for purposes of state monitoring and audit. <input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are identified and made <u>easily</u> accessible to students and when appropriate their parent, for the duration of WSLP.	<ul style="list-style-type: none"> The estimates for core academic subjects could be provided from a HQT lead on a curriculum committee, a departmental team with a HQT lead, or the individual HQT responsible for instruction of the course outlined. This component does not require the teacher estimating the hours per week actually oversee the student through the learning plan. <p>All required items for this component are directly included on the WSLP</p>

Written Student Learning Plan Self Check Compliance Tool

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<p>Students Must Maintain Weekly Contact: Students are required to maintain weekly direct personal contact with their teacher and that contact shall be for the purposes of instruction, review of assignments, testing, inquires on progress, or other learning activities. All meetings between certificated teacher and student will be done weekly through the learning management system, email, phone, face-to-face and/or instant messaging.</p>	<p>(iii) A description of how weekly direct personal contact requirements will be fulfilled.</p> <p><i>Considerations:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> "Direct personal contact" as defined in section (3)(d). <input checked="" type="checkbox"/> Purpose of weekly direct personal contact. <input checked="" type="checkbox"/> Method of weekly direct personal contact (phone, email, synchronous digital contact, in person). <input checked="" type="checkbox"/> Weekly direct personal contact is one on one. <input checked="" type="checkbox"/> Weekly direct personal contact is documented. <input checked="" type="checkbox"/> There is a certificated teacher conducting weekly direct personal contact. 	<p>Documentation of direct personal contact happens outside of the WSLP.</p> <p>Mr. American High will be the cert. teacher for all weekly direct personal contact.</p> <p>Mr. American High is a highly qualified teacher for American History.</p>
<p>Course Title: ICAN American Studies A & B (Credit Retrieval).</p> <p>Course description is under the Course Overview heading.</p> <p>Learning Goals: learning goals are directly aligned to the EARLs and can be found under the heading - ELEVENTH GRADE – UNIT OUTLINES.</p> <p>Performance objectives: are the GLEs outlined under the ELEVENTH GRADE – UNIT OUTLINES heading.</p> <p>Learning activities: are all contained in the online course and outlined on the WSLP under the headings CR American Studies A Learning Activities and CR American Studies B Learning Activities.</p> <p>Student monthly progress</p>	<p>(iv) A description of each alternative learning experience course included as part of the learning plan, including specific learning goals, performance objectives, and learning activities for each course, written in a manner that facilitates monthly evaluation of student progress. This requirement may be met through the use of individual course syllabi or other similarly detailed descriptions of learning requirements. The description must clearly identify the requirements a student must meet to successfully complete the course or program. Courses must be identified using course names, codes, and designators specified in the most recent Comprehensive Education Data and Research System data manual published by the office of superintendent of public instruction.</p> <p><i>Considerations:</i></p> <p>Each course has the following components documented in the WSLP:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Course description (including course name and brief description detailing the scope of topics to be presented during the course). <input checked="" type="checkbox"/> Specific learning goals that identify the expectations of what the student will learn or be able to do upon successful completion of each course are included on the WSLP. <input checked="" type="checkbox"/> Specific performance objectives that are closely tied to the learning goals, the specific knowledge, skill, or attitude the learner should gain and display as a result of the instructional activity are identified. <input checked="" type="checkbox"/> Specific, assignment level, learning activities are included on the WSLP. 	<p>The learning activities outline the required assignments for the online course. Additional lessons and introductions are available that connect each activity to the EARLs and GLEs noted on the WSLP.</p>

Written Student Learning Plan Self Check Compliance Tool

<p>is specifically evaluated against progress benchmarks which are clearly defined in the online course for each month.</p> <p>All students must complete the CBA to gain credit in this course.</p>	<ul style="list-style-type: none"><input checked="" type="checkbox"/> Learning goals, performance objectives, and learning activities facilitate monthly evaluation of student progress (WSLP definition section vii).<input checked="" type="checkbox"/> <u>Clearly</u> identified requirements a student must meet to successfully complete the course or program.	
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Written Student Learning Plan Self Check Compliance Tool

WSLP Component	Requirement and Rule Citation; ALE WAC 392-121-182(3)(c)	Implications/Notes
<p>CEDARS Course Code: 04035</p>	<p>(iv) <i>continued</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Learning activities are detailed enough to enable a student to know how to progress through the course. For example, the plan could identify specific problem sets, specific activities to be completed or developed, assessments, deliverables, etc. This may be more a sequential list of activities, a constructivist problem based learning plan with adequate scaffolding and deliverables clearly identified, or an outcome based model that describes the recommended activities to mastery, etc. <input checked="" type="checkbox"/> Learning activities align with the successful completion of the learning goals. <input checked="" type="checkbox"/> Courses are identified using course names, codes, and designators specified in the most recent Comprehensive Education Data and Research System (CEDARS) data manual. Using district codes is acceptable if alignment to CEDARS code is easily and readily accessible upon request for purposes of state monitoring and audit. <input type="checkbox"/> Purchased or contracted instructional or cocurricular course, lesson, trip, or other experience, service, or activity identified are "substantially similar experiences and services" as defined in section (3)(g). <input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are date stamped and archived electronically or in paper format in accordance with established records retention schedules and made available upon request for purposes of state monitoring and audit. <input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are identified and made <u>easily</u> accessible to students and when appropriate their parent, for the duration of WSLP. 	<p>There are no purchased or contracted items related to this WSLP.</p> <p>All required items for this component are directly included on the WSLP, but student has additional resources available via the online course.</p>
<p>Mr. American High</p>	<p>(v) Identification of the certificated teacher responsible for each course included as part of the plan.</p> <p><i>Considerations:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> "Certificated teacher" as defined in section (3)(b). <input type="checkbox"/> Provisions for instruction under contract per WAC 392-121-188. <input checked="" type="checkbox"/> Teacher assigned and endorsed according to the provisions of chapter 181-82 WAC. <input checked="" type="checkbox"/> Core academic subjects must have a Highly Qualified Teacher (HQT) responsible for course instruction per the requirements of NCLB 2001 and IDEA 2004. <input checked="" type="checkbox"/> Certified teacher responsible for each course is clearly identified on the plan. 	<p>The instructor is not provided under contract.</p>

Written Student Learning Plan Self Check Compliance Tool

<p>Instructional Materials: All learning activity resources and folders are contained within the student online course. Online course is accessed via login and password emailed directly to student upon enrollment. Course website: www.myonlineschool.org. No additional textbooks or materials.</p>	<p>(vi) Identification of all instructional materials that will be used to complete the learning plan. <i>Considerations:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Materials are available per alternative learning experience implementation requirement 6 (c) <i>Instructional Materials</i>. <input checked="" type="checkbox"/> Instructional materials are approved per district policy required by state law (RCW 28A.320.230). <input checked="" type="checkbox"/> <u>Specific</u> materials are listed; the statement "a variety of textbooks and workbooks" would not meet the requirement of identification of instructional materials. <input checked="" type="checkbox"/> Student clearly understands what resources are necessary to be successful (<i>not necessary to list implied supplies or expected supplies per standard grade level or district level supply list per district policy</i>). <input checked="" type="checkbox"/> Per 6(c) of the rule, the plan clearly identifies who is responsible for obtaining/providing each of the instructional materials listed. <input checked="" type="checkbox"/> All fees, access information, and materials provided by program and/or materials provided by student are clearly identified as such. <input type="checkbox"/> Fees for instructional materials are clearly identified for each applicable material (district fee schedule, lab fees, etc.). 	<p>General supplies are not listed or necessary to list on the WSLP, however each student receives the district grade level supply list to ensure they understand the basic supplies they are required to be obtained if needed.</p> <p>There are no fees for instructional materials associated with this WSLP.</p>
<p>Timelines and methods for evaluation are outlined under the heading: Weekly and Monthly Progress Evaluation</p>	<p>(vii) A description of the timelines and methods for evaluating student progress toward the learning goals and performance objectives specified in the learning plan. <i>Considerations:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Timelines align with monthly progress evaluation dates. <input checked="" type="checkbox"/> Timelines align with monthly enrollment reporting deadlines as progress directly impacts enrollment. <input checked="" type="checkbox"/> Progress evaluations include direct personal contact with the student to ensure compliance with alternative learning experience program requirements (4)(c) monthly evaluation. <input checked="" type="checkbox"/> Results of each evaluation are communicated to the student or, if the student is in grades K-8, both the student and the student's parent to ensure compliance with alternative learning experience program requirements (4)(c) monthly evaluation. <input checked="" type="checkbox"/> Goals are written to allow for compliance with alternative learning experience program requirements (4)(c) monthly evaluation. <input checked="" type="checkbox"/> The results of monthly progress evaluation can be and will be documented by the certificated teacher conducting the evaluation. <input checked="" type="checkbox"/> Description identifies how progress or lack of progress toward identified learning goals and performance objectives is determined. 	<p>Progress evaluations will include direct personal contact during one of the required weekly contacts.</p> <p>Although not noted on the WSLP, results are communicated via the online course learning management system. Both student and parent have real time access to performance and evaluation data.</p>

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<p>The Weekly and Monthly Progress Evaluation section outlines how progress is determined.</p>	<p><i>(vii) continued</i></p> <p><input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are date stamped and archived electronically or in paper format in accordance with established records retention schedules and made available upon request for purposes of state monitoring and audit.</p> <p><input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are identified and made <u>easily</u> accessible to student and when appropriate their parent, for the duration of WSLP.</p>	<p>Monthly progress results documentation is contained in the online course learning management system.</p> <p>All required items for this component are directly included on the WSLP.</p>
<p>All EALRs and GLEs are noted under the ELEVENTH GRADE – UNIT OUTLINES heading.</p> <p>Course meets district graduation requirements.</p>	<p><i>(viii) Identification of whether each alternative learning experience course meets one or more of the state essential academic learning requirements or grade-level expectations and any other academic goals, objectives, and learning requirements defined by the school district. For each high school alternative learning experience course, the written student learning plan must specify whether the course meets state and district graduation requirements.</i></p> <p><i>Considerations:</i></p> <p><input checked="" type="checkbox"/> Clearly stated on WSLP whether any of the following are met:</p> <ul style="list-style-type: none"> <input type="checkbox"/> State essential academic learning requirements (EALR). <input type="checkbox"/> Grade-Level Expectations (GLE). <input type="checkbox"/> District goals, objectives, and learning requirements. <p><input checked="" type="checkbox"/> For high school courses WSLP must specify if the course meets graduation requirements or not.</p> <p><input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are date stamped and archived electronically or in paper format in accordance with established records retention schedules and made available upon request for purposes of state monitoring and audit.</p> <p><input type="checkbox"/> Any required items, referenced and not directly included in the WSLP, are identified and made <u>easily</u> accessible to students and when appropriate their parent, for the duration of WSLP.</p>	<p>All required items for this component are directly included on the WSLP.</p>