

ALE and the WSLP Webinar Q&A

April 18, 2013, 9:30-10:30 am

Category	Questions Asked	Answer
CEDARS	Q: When will we get the CEDARS numbers that indicate courses are ALE?	A. An ALE indicator has been added to CEDARS beginning with 13-14 student data. You will use existing codes and the new indicator. Here's a link to an FAQ about CEDARS and the codes. http://www.digitallearning.k12.wa.us/ale/support/faq.php#s3n_cedars
CEDARS	Q: When we report the ALE course to OSPI next year will it be restricted to our district's SIS or will we be able to send our report as an individual school through our own SIS?	A. We weren't sure we understood this question. You might want to talk to your district SIS or email us. http://www.digitallearning.k12.wa.us/ale/support/faq.php#s3n_cedars2
Content	Q: Do the performance objectives need to be specified by month (April, May, etc) or can they just be written as course performance objectives?	A. They can be written as course performance objectives rather than monthly objectives but you need to figure a way to facilitate a monthly evaluation from them and make sure the student knows what they need to accomplish in order to progress satisfactorily. http://digitallearning.k12.wa.us/ale/support/3n.php#s3n_objectives
Content	Q: Can you make a "copy" of the contents of the materials being used and use that as your timeline or syllabi if you write on it and mark dates and progress?	A. The learning plan explains ahead of time what the student is going to be working on and how they are going to be evaluated. That is different than documenting how the student actually performed. Section (iv) requires a course description, learning goals, performance objectives and learning activities. Section (vii) requires timelines and methods for evaluating student progress toward those goals and objectives. The rule does not specify what form the information should take. If copyright laws allow for a copy of materials to be made and the required information is present, then it is a local decision on what form it takes as long as the WSLP is written to be the plan of what will occur, and not the record of actual student performance.
Content	Q: Can the entire WSLP inclusive of attached syllabi be a portfolio?	A. It doesn't matter what form the WSLP takes as long as it meets the rules, and it is in a form the auditors can easily work with when they review. http://digitallearning.k12.wa.us/ale/support/3c.php#s3n_portfolio
Content	Q: Is it enough to have the syllabus available online and on our school web page so we don't waste paper.	A. Students must be able to access the syllabus, and it must be available for review later. An online provider may change the syllabus or go out of business. Make sure you have a local copy and don't rely on the course provider for the original syllabus. http://digitallearning.k12.wa.us/ale/support/faq.php#s3n_syllabus

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Content	Q: Is the bottom line, our WSLP's should be aligned to Section 3.c.i-viii?	A. Yes...the WSLP must have the 8 elements. http://digitallearning.k12.wa.us/ale/support/3n.php
Content	Q: What is the difference between vii and iv in terms of 'methods of evaluating progress'. If iv asks us to write the WSLP to identify how progress will be evaluated, how is that different than vii?	A. Section (iv) is the what--goals, objectives and activities. Section (vii) explains how--the timelines and methods. Specify the methods you are going to use to determine satisfactory progress such as grades, % completed, expectations around student contact, making progress in 4 out of 5 courses, etc. http://digitallearning.k12.wa.us/ale/support/3n.php#s3n_section47
Content	Q: To describe the methods of evaluation, could this be a description of the formative and summative assessments in the course and what will be used to grade the student? Can it be simply stating online assessments, oral examination and parent observation.	A. This element specifies the methods you are going to use to determine satisfactory progress such as grades, % completed, expectations around student contact, making progress in 4 out of 5 courses, etc. It could include a description of the assessments and other performance information the teacher will consider. Parent observation could be an element. The rules do not specify a required process. http://digitallearning.k12.wa.us/ale/support/faq.php#s3h_process Here are other considerations, http://digitallearning.k12.wa.us/ale/support/faq.php#s4_determine
Content	Q: In regard to iv and vii, can we say in the WSLP, "See Monthly Report", since that is how I am documenting actual student progress toward goals?	A. No. The learning plan explains ahead of time what the student is going to be working on and how they are going to be evaluated. That is different than documenting how the student actually performed. http://digitallearning.k12.wa.us/ale/support/3n.php#s3n_plan_vs_actual
Content	Q: Will the 8 components of the WSLP change for next year with the new revisions?	A. If bill 5794 passes, we will need to update the rules, but we don't see the main concept of 8 components changing.
Content	Q: Do I have to adjust the WSLP and syllabus monthly in a contract class to accommodate different students' learning pace?	A. Yes. The WSLP should include the learning activities, goals and objectives and the timeline of when they will be evaluated for each student. http://digitallearning.k12.wa.us/ale/support/3n.php#s3n_pace
Enrollment	Q: When you enroll a student April 18, you count them in May. Can you revise April's count to include that student?	No...A learning plan must be in effect on or before the count date. Claim for May, not April. http://digitallearning.k12.wa.us/ale/support/7.php#s7_startdate

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Enrollment	Q: A start date on a WSLP is Sep 1 and the count date is Sep 5, but the signature of the parent/student on the plan is Sept 8. Can the student be counted?	A. There must be evidence that the student started the learning plan within the first four days of school in order to count them. http://www.digitallearning.k12.wa.us/ale/support/faq.php#s7_enrollment
Evaluation	Q: Can learning that is defined in the teacher approved WSLP but implemented away from the cert be reported back to the cert by a parent? In parent partnerships the tradition for parental involvement has been the implementation of the WSLP and then reporting that student learning back to the teacher.	A. Section (4)(a) describes the teacher's responsibility, http://digitallearning.k12.wa.us/ale/support/4.php , as well as the HQT memo, http://k12.wa.us/BulletinsMemos/Memos2013/M013-13.docx .
Evaluation	Q. Can teachers use parent reports of student learning as they assess the student learning for things like monthly progress?	A. A teacher may use number of factors to determine satisfactory progress that may include parent feedback. http://digitallearning.k12.wa.us/ale/support/faq.php#s4_determine
Evaluation	Q: Will you be addressing interventions and what happens to the FTE when students don't meet the intervention expectations?	A. Not as part of this webinar but that could be a future topic. Until then, this link addresses interventions. http://digitallearning.k12.wa.us/ale/support/3f.php
Hours	Q: Are we accountable to the funded hours or the estimated hours? If we include more hours than required does that then affect any other requirements? Clarification: Kid needs 25 hours for 1.0 FTE, we report 35 hours but student doesn't actually start learning for 10 hours. Is the student still eligible for 1.0 FTE or the percentage of 25/35? Or put another way, when we over serve students are we accountable for the over service or the funded (minimum) hours?	A. The estimated hours should be the funded hours. Not understanding how they would be different.
Hours	Q: In the case of a high school student receiving credit, does the student have to track hours to match the estimated hours in the WSLP?	A. No...unless you have a requirement in your district. http://digitallearning.k12.wa.us/ale/support/faq.php#s7_logs

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Hours	Q: We require students to be on campus in classes approximately 15 hours per week. The expectation is that they are completing course work at home, which we obviously can't monitor. Is that okay?	A. The ALE rules are focused on how to account for a student's learning when they are not attending a regular school building or schedule. The estimated average weekly hours in the WSLP is based on the time it will take to complete work regardless of where the student is doing the work.
Next Year	Q: If 5794 passes will that affect how we report course codes to OSPI? We need to start planning for that now if we have to change our SIS's.	A. The new requirements are posted. If 5794 passes, it will likely build on that work. http://www.k12.wa.us/CEDARS/Manuals.aspx
Other	Q: When is the soonest teachers can approve WSLPs for the fall?	A. It would be problematic to approve WSLPs too early--before a student has completed or mostly completed the current learning plan. We would expect plans for the fall to be approved in the last few weeks of school. http://digitalllearning.k12.wa.us/ale/support/3n.php#s3n_soonest
Other	Q: Do high school students need to sign learning plans?	A: There is no requirement for a student of any age or parent signatures. But, it can be helpful for documentation purposes since it is required to be delivered by direct personal contact. http://www.digitalllearning.k12.wa.us/ale/support/faq.php#s3n_signed
Teacher	Q: Will the distinction between HQ teacher and WSLP manager change for next year?	A. No. It is not anticipated.
Teacher	Q: Where can I get the HQT memo?	A: http://k12.wa.us/BulletinsMemos/Memos2013/M013-13.docx
Teacher	Q: The paraprofessional can support the ALE program through correcting papers, but a certificated teacher must do final course evaluation?	A. A certificated teacher must be responsible for supervision, monitoring, assessment, and evaluation of students. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_classified
Teacher	Q: Is there a document which lists the courses requiring HQ certification?	A: Yes, http://www.k12.wa.us/TitleIIA/pubdocs/HQTManualDec2012.pdf page 9
Teacher	Q: What is the process/requirement for becoming HQed in a specific subject?	A: The process is outlined in this manual, http://www.k12.wa.us/TitleIIA/pubdocs/HQTManualDec2012.pdf
Teacher	Q: Does the WSLP need to be developed by someone associated with the online provider or by someone in the district?	A. It is to be developed by a certificated teacher which can be a teacher employed by the district or contracted. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_wslp

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Teacher	Q: Can a local school counselor, who is a cert teacher, sign the WSLP and a "virtual" HQT teach the course?	A. Yes. As long as the counselor is a certificated teacher. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_esa
Teacher	Q: Does the cert teacher need to be HQ in each content area they are managing on the plan? Does the weekly progress review and monthly evaluations need to be done by a HQT?	A. A teacher needs to be HQT for a core academic course, which is most except for PE, Health, and CTE. A high school student may be in 5 or 6 courses, and each of those HQ teachers would be listed on the plan. A non-HQ certificated teacher may oversee (manage) the plan and perform weekly contact and the progress evaluation. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_hqtcontact
Teacher	Q: Does the cert teacher need to be highly qualified?	A. Yes, if they are responsible for a specific core academic course in the WSLP. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_hqt
Teacher	Q: Can a certificated administrator, who is a non-certificated teacher, be responsible for the plan?	No. A certificated teacher needs to be responsible for the course.
Teacher	Q: So, if managing teacher for a Grade 7 student doing math at home is HQ in Language Arts, who would be listed as the certificated teacher for the Math portion of the WSLP (which is being completed solely at home?)	A. Even if the student is working on a course at home with a parent actively involved, there still needs to be an HQ teacher responsible for the course. If you can't figure out a way to make an HQ teacher responsible, you may need to have parent file an "intent to home school."
Teacher	Q: If a student is working on a math course at home that is managed by a certificated teacher, does that teacher have to be highly qualified?	A: Yes, The federal HQT requirements apply to all teachers of core academic subjects, regardless of the type of program or educational setting. http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_hqt2 More information about highly qualified, can be found here, http://digitalllearning.k12.wa.us/ale/support/faq.php#s3c_hqt
Teacher	Q: Does the online teacher name need to be listed on the WSLP as well as the local certificated teacher?	A. Yes. The highly-qualified, WA certificated online teacher needs to be listed for the online course the student is taking. If a local certificated teacher is managing the plan and fulfilling other requirements such as contact, progress determination, interventions, etc, then it is advised that the managing teacher be listed on the plan as well. http://digitalllearning.k12.wa.us/ale/support/3c.php#s3c_hqtonline
Webinar	Q: Can you post the webinar so teachers that were not available today can view it?	A. Yes. You'll find the link on this page, http://digitalllearning.k12.wa.us/ale/webinars/ .

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Webinar	Q: Very useful but webinars could be scheduled between 3-4 pm to accommodate teachers' time better.	A: We received feedback to vary the times. The May 20 webinar was scheduled 3-4 with lower attendance which might have been due to the topic or the time of year. Thanks for the input.
Webinar	Q: For TPEP evidence how can we get proof that we attended this webinar in preparing for our evaluations.	A. Email Susan Canaga at susan.canaga@k12.wa.us
Webinar	Q: I would like to request that we have monthly webinars starting in September. Can we have workshops during the summer to instruct on how to write the "perfect WSLP" and evaluation?	A. The webinar series is planned to resume in September. An August session may be planned depending on the priority and/or the interest of the information to be shared.
Webinar	Q: Is there any way to see the questions that people are asking?	A. In subsequent webinars we will copy the question into the chat window, so everyone can see.