

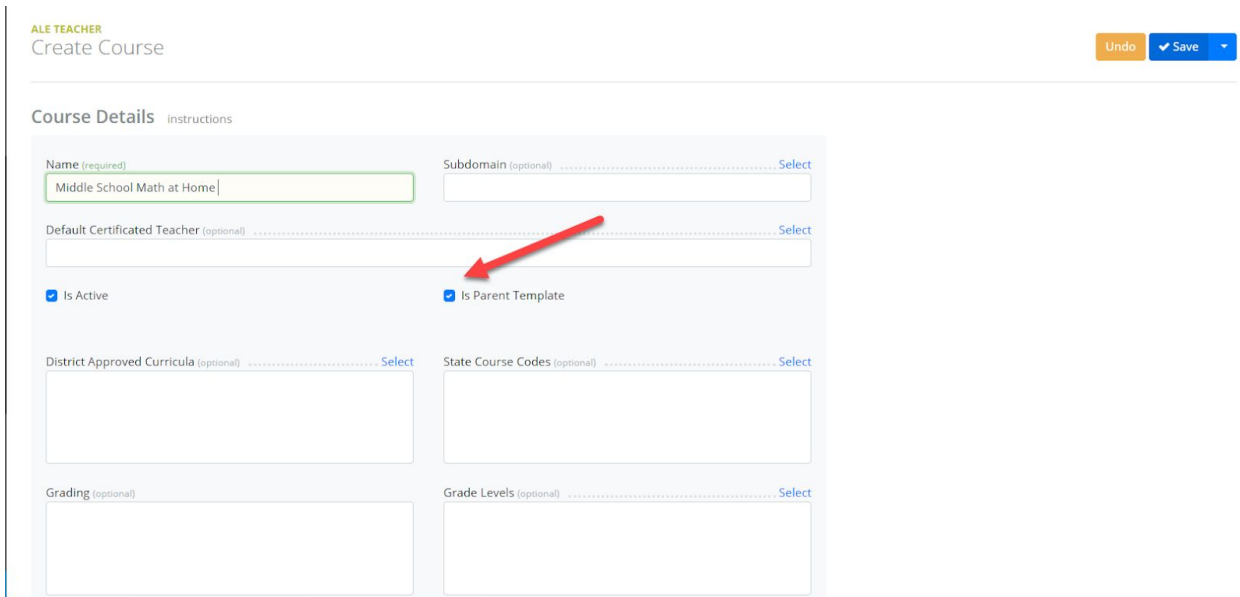
ALE Application: Parent Proposed Courses

In the ALE application, parents have the ability to propose courses that can then be added to the Student Learning Plan by the Certificated Teacher. The process involves several steps.

1. If desired, course templates can be created and made available to parents
2. Parent completes the course proposal form while logged into the application
3. Certificated Teacher reviews the proposed course and makes any necessary edits
4. Course is then added to the Student Learning Plan by the Certificated Teacher

Creating a Course Template for Parents

A course template can be created and made available to parents. While creating a Course, simply check the “Is Parent Template” field on the Course Details tab. Reference the ALE Application: Creating a Course help document for full directions on creating a course.



The screenshot shows the 'Create Course' interface in the ALE TEACHER application. The 'Course Details' tab is active. The form contains the following fields:

- Name (required):** Text input field containing 'Middle School Math at Home'.
- Subdomain (optional):** Select dropdown menu.
- Default Certificated Teacher (optional):** Select dropdown menu.
- Is Active:** Checked checkbox.
- Is Parent Template:** Checked checkbox, highlighted with a red arrow.
- District Approved Curricula (optional):** Select dropdown menu.
- State Course Codes (optional):** Select dropdown menu.
- Grading (optional):** Select dropdown menu.
- Grade Levels (optional):** Select dropdown menu.

At the top right of the form, there are 'Undo' and 'Save' buttons.

Parent Completes Course Proposal

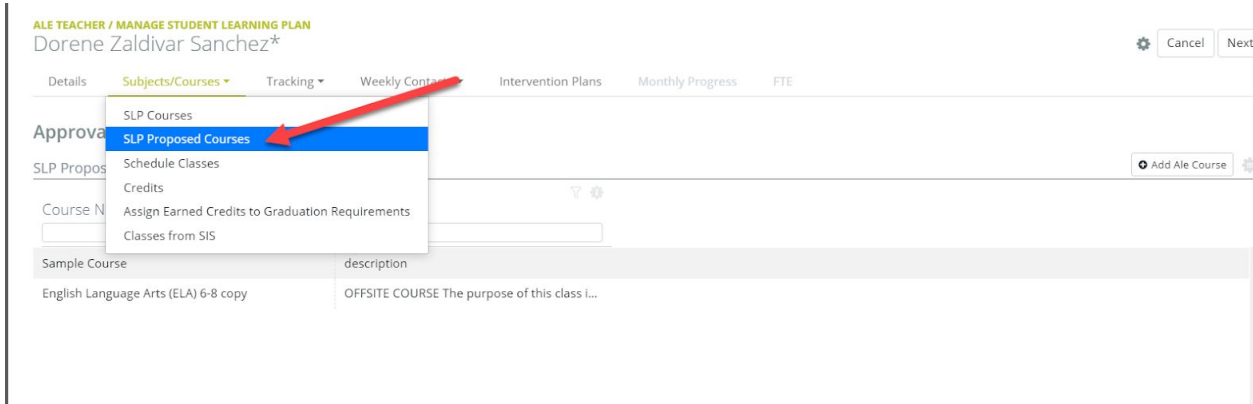
Parents can submit a course proposal by using a predefined template, or they can start from scratch and build an entire course to propose. While the Propose Course interface will look much the same, parents will have the ability to edit/submit data in the following fields in a default set up:

- Course name
- Description
- District Approved Curriculum
- Instructional Materials Needed
- Average Hours Per Week

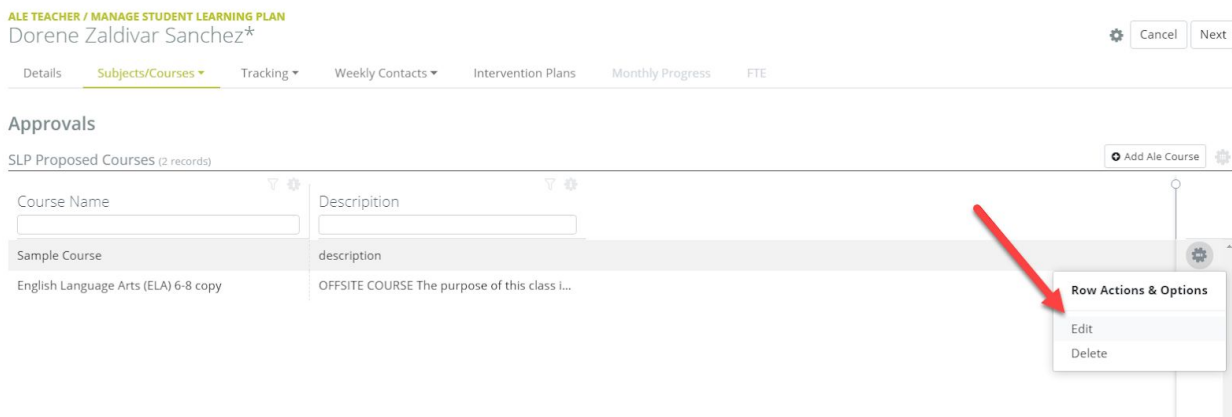
- Learning Activities
- Evaluation
- Timelines

Certificated Teacher Reviews and Edits Proposed Courses

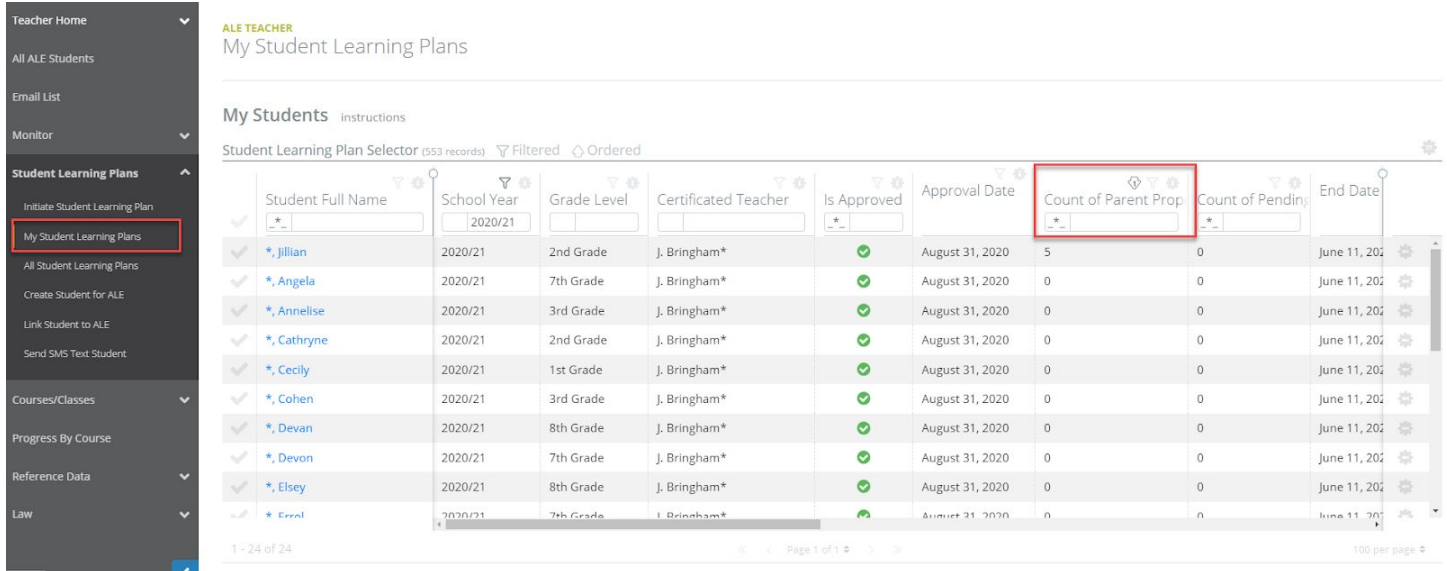
The Certificated Teacher assigned to a plan can review a list of proposed courses that have been submitted by parents in the “SLP Proposed” Courses screen, located in the Subjects/Courses dropdown menu for each Student Learning Plan.



Row action gears will allow you to open the course and make edits or delete.



You can see how many parent proposed courses exist that have not yet been added to student learning plans on the “My Student Learning Plans” and “All Student learning Plans” pages.



ALE TEACHER
My Student Learning Plans

My Students Instructions

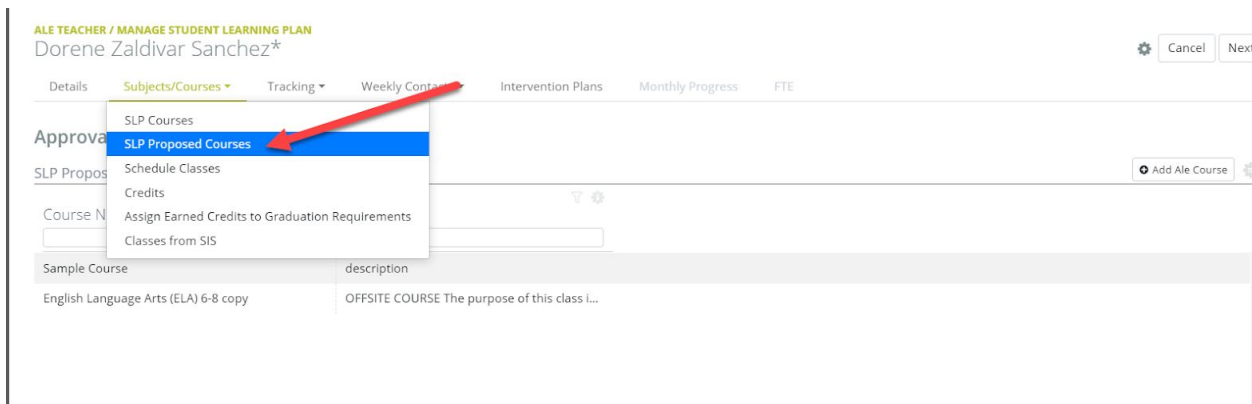
Student Learning Plan Selector (553 records) Filtered Ordered

Student Full Name	School Year	Grade Level	Certificated Teacher	Is Approved	Approval Date	Count of Parent Prop.	Count of Pending	End Date
, Jillian	2020/21	2nd Grade	J. Bringham	✓	August 31, 2020	5	0	June 11, 2021
, Angela	2020/21	7th Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Annalise	2020/21	3rd Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Cathryne	2020/21	2nd Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Cecily	2020/21	1st Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Cohen	2020/21	3rd Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Devan	2020/21	8th Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Devon	2020/21	7th Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Eley	2020/21	8th Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021
, Erel	2020/21	7th Grade	J. Bringham	✓	August 31, 2020	0	0	June 11, 2021

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Certificated Teacher Adds Courses to SLP

To add a parent proposed course to the Student Learning Plan, navigate to the SLP Proposed Courses menu under the “Subjects/Courses” dropdown in the Student Learning Plan.



ALE TEACHER / MANAGE STUDENT LEARNING PLAN
Dorene Zaldivar Sanchez*

Details **Subjects/Courses** Tracking Weekly Content Intervention Plans Monthly Progress FTE

Approve Cancel Next

SLP Proposed Courses Add Ale Course

Course Number Assign Earned Credits to Graduation Requirements Classes from SIS

Sample Course	description
English Language Arts (ELA) 6-8 copy	OFFSITE COURSE The purpose of this class i...

Using the row action gear for any one course, choose “Add to SLP”

ALE TEACHER / MANAGE STUDENT LEARNING PLAN
Jillian *

Cancel Next

Details Subjects/Courses Tracking Weekly Contacts Monthly Progress FTE

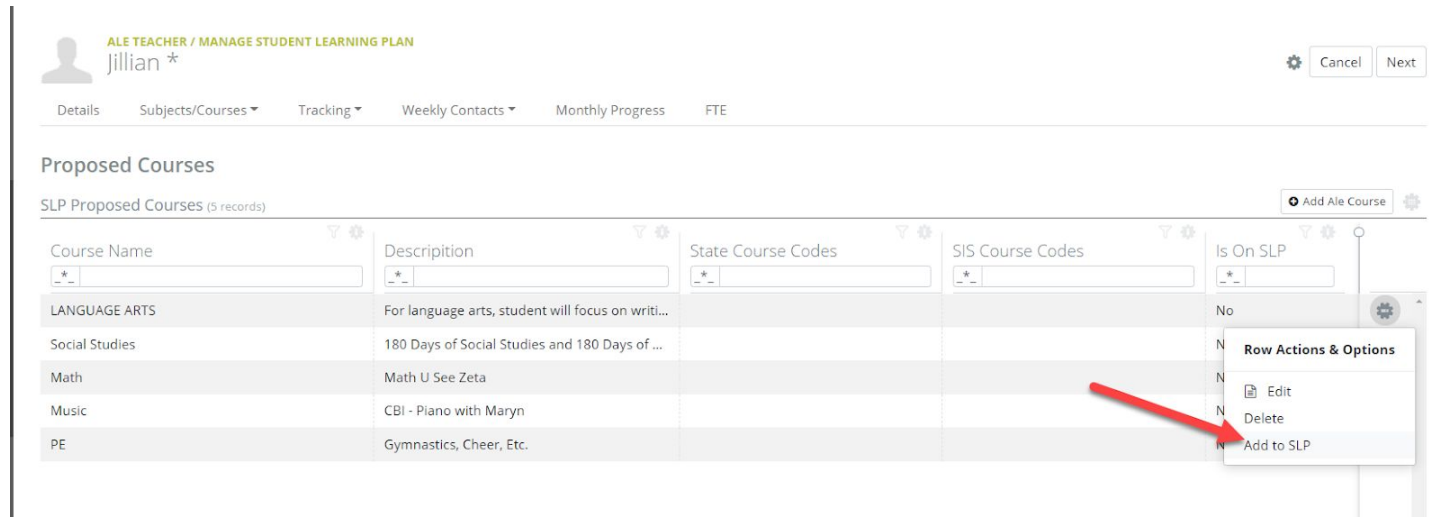
Proposed Courses

SLP Proposed Courses (5 records) Add Ale Course

Course Name	Description	State Course Codes	SIS Course Codes	Is On SLP
LANGUAGE ARTS	For language arts, student will focus on writi...			No
Social Studies	180 Days of Social Studies and 180 Days of ...			No
Math	Math U See Zeta			No
Music	CBI - Plano with Maryn			No
PE	Gymnastics, Cheer, Etc.			No

Row Actions & Options

- Edit
- Delete
- Add to SLP



A subject course record will be created automatically and added to the SLP Courses Table for this student. Courses that have been added to the learning plan will be clearly indicated in the column “Is on SLP” at far right.

Courses

SLP Proposed Courses (2 records) Add Ale Course

Course Name	Description	State Course Codes	SIS Course Codes	Is On SLP
ELA	This year-long course covers the 6th grade E...			Yes
Saxon Math 7/6	This yearlong course covers the 6th grade ...			Yes

