

ALE: Setting Up the Parent Class Interest Survey

In the ALE Application, parents can be given the opportunity to complete a survey indicating their interest in class offerings for the upcoming term or school year. Programs can use these results to plan which classes to offer and, in larger programs, how many sections are needed.

There are several steps involved in utilizing the survey tool:

1. Choose which classes will be included in the survey for parents to “vote” for.
2. Assign parents how many “votes” per student they will receive.
3. Make the survey available to the parents.
4. Download survey results.
5. Purge results (if needed).

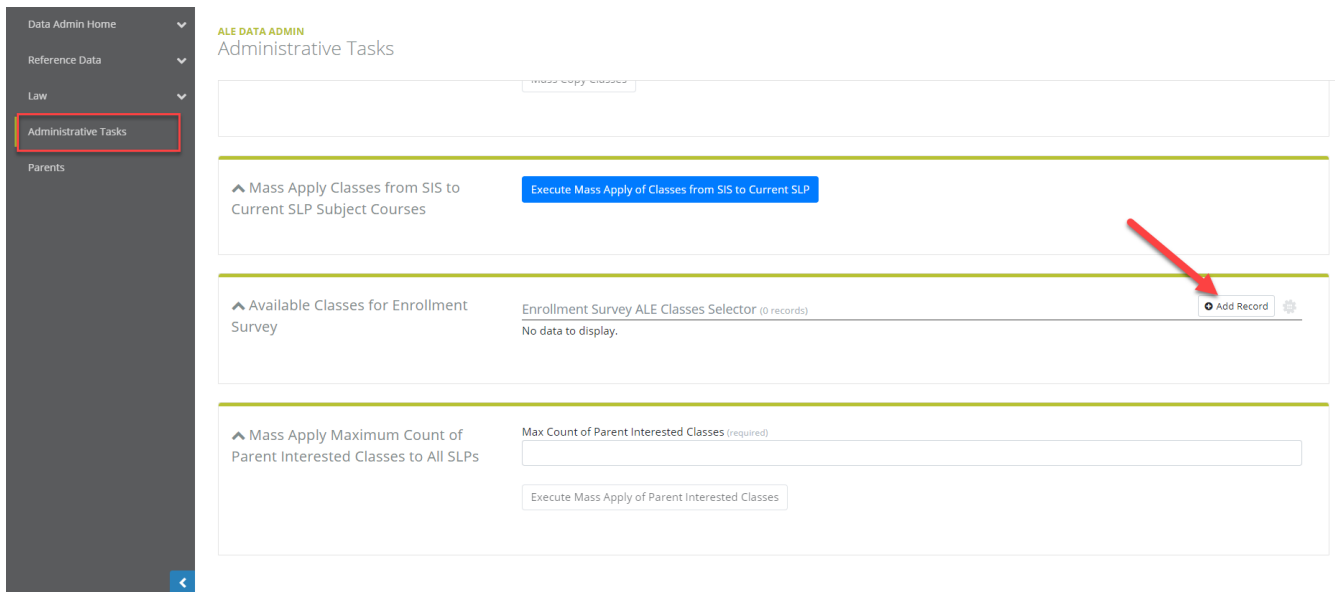
Choose Which Classes to Include

Classes from the **All Classes** list in the system will be available for you to include on the survey. The data points that will be made available to parents when taking the survey include:

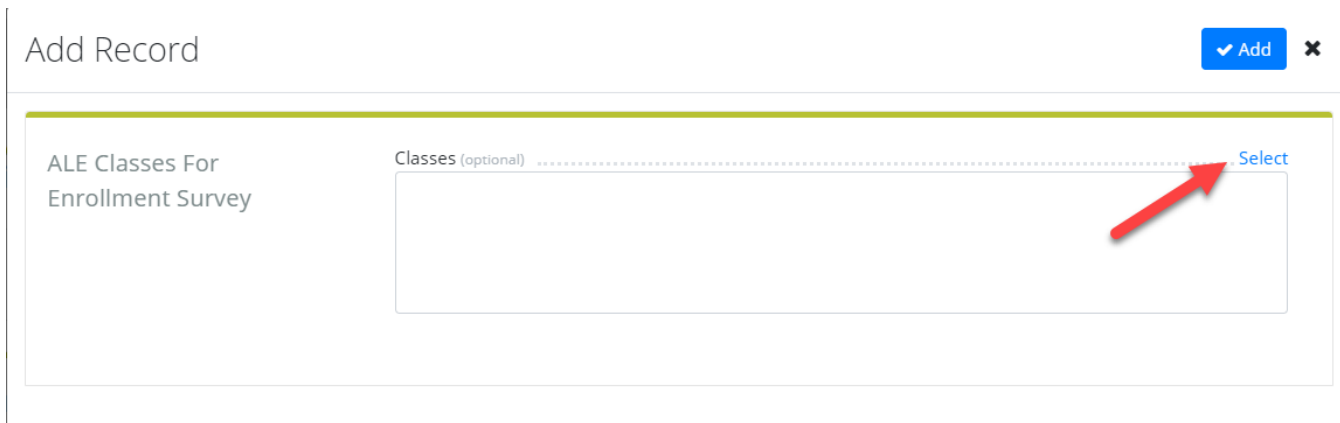
- Class Name
- Certificated Teacher
- Support Staff
- Grade Levels
- Subject Area
- Description

Classes not currently offered that you wish to include on the survey can be entered with only those data points above included. You may consider adding a naming convention that would allow you to quickly filter to those classes created for this purpose for easy deletion if they are not utilized after the survey.

This task is completed in the **Data Admin Role**. Navigate to the **Administrative Tasks** in the left navigation menu. Scroll down to **Available Classes for Enrollment Survey** and click **Add Record**.



Next, a form will open up where you will select the classes to include. Click on **Select** to view the list of available classes.



Use the filters to sort and find all the classes you would like to include in the survey for parents. Use the **check marks** to choose individual classes or the **check mark** at the top to choose all from your list. You can view which you have chosen by clicking on **View Selected** in the bottom right corner, and a tally of how many classes you have chosen displays the count in the bottom left corner.

Classes Add Classes ✕

Classes (702 records) ⚙️

Class	Class Description	Start Date	End Date	Grade Level(s)	Class Meet Time	
<input checked="" type="checkbox"/> *Academic Biology	Students will be le...	Septembe...	May 28, 2...	9, 10, 11, 12	Tue(P. 2,P. 3) 10:00AM	⚙️
<input type="checkbox"/> *Academic Physical Science	Physical Science Th...	Septembe...	May 28, 2...	9, 10, 11, 12	Mon(P. 5,P. 6) 1:30PM	⚙️
<input checked="" type="checkbox"/> *Academic Sign Language 1	American Sign Lan...	Septembe...	May 28, 2...	8, 9, 10, 11, 12	Tue(P. 2) 10:00AM	⚙️
<input checked="" type="checkbox"/> *Academic Sign Language 2	Must have taken si...	Septembe...	May 28, 2...	9, 10, 11, 12	Mon(P. 1,P. 2) 9:00AM	⚙️
<input checked="" type="checkbox"/> *Academic Spanish 1	Spanish I is a broa...	Septembe...	May 28, 2...	8, 9, 10, 11, 12	Tue(P. 2) 10:00AM	⚙️
<input checked="" type="checkbox"/> *Academic Spanish 2	In this course, stud...	Septembe...	May 28, 2...	9, 10, 11, 12	Tue(P. 1) 9:00AM	⚙️
<input type="checkbox"/> *Academic US History	History shouldn't b...	Septembe...	May 28, 2...	9, 10, 11, 12	Tue(P. 1,P. 2) 9:00AM	⚙️
<input checked="" type="checkbox"/> *Algebra 1	Each student will 1...	Septembe...	May 28, 2...	8, 9, 10, 11, 12	Thurs(P. 4) 1:00PM	⚙️
<input checked="" type="checkbox"/> *Algebra 2	The student will: 1...	Septembe...	May 28, 2...	9, 10, 11, 12	Mon(P. 5,P. 6) 1:30PM	⚙️

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Your Selected Classes View Selected

Once you are done, click **Add Classes** in the top right. You will see a list of all the classes you are about to add to the survey.

Add Record Add ✕

ALE Classes For Enrollment Survey

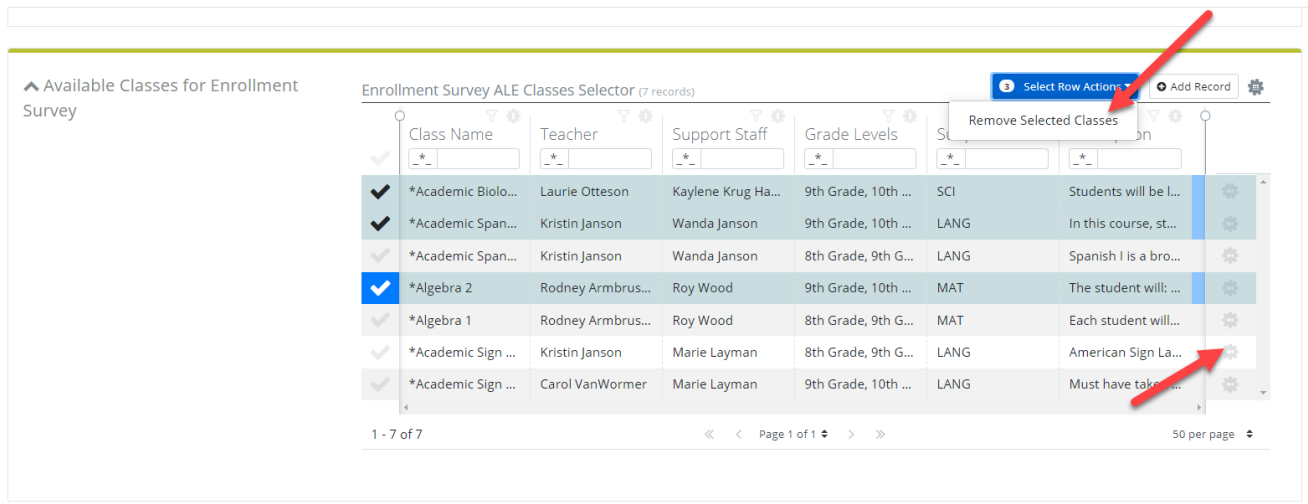
Classes (optional) Select

*Academic Biology ✕ *Academic Sign Language 1 ✕ *Academic Spanish 1 ✕

*Academic Sign Language 2 ✕ *Academic Spanish 2 ✕ *Algebra 1 ✕ *Algebra 2 ✕

In this view, you can remove classes that need to be **removed** by clicking the “x” next to the class name. You can also add additional classes by clicking the add button again, where your selections will be retained. Once you are done, click **Add** at the top right. You will see a table displaying a list of all the classes you have selected to add.

ALE DATA ADMIN
 Administrative Tasks



Class Name	Teacher	Support Staff	Grade Levels	Subject	Notes
*Academic Blo...	Laurie Otteson	Kaylene Krug Ha...	9th Grade, 10th ...	SCI	Students will be I...
*Academic Span...	Kristin Janson	Wanda Janson	9th Grade, 10th ...	LANG	In this course, st...
*Academic Span...	Kristin Janson	Wanda Janson	8th Grade, 9th G...	LANG	Spanish I is a bro...
*Algebra 2	Rodney Armbrus...	Roy Wood	9th Grade, 10th ...	MAT	The student will: ...
*Algebra 1	Rodney Armbrus...	Roy Wood	8th Grade, 9th G...	MAT	Each student will...
*Academic Sign ...	Kristin Janson	Marie Layman	8th Grade, 9th G...	LANG	American Sign La...
*Academic Sign ...	Carol VanWormer	Marie Layman	9th Grade, 10th ...	LANG	Must have taken...


From this view, you can select one or more classes with the **check marks** at the left and click **Select Row Actions** to choose **Remove Selected Classes** from the list.

Another option is to use the **Row Action & Options gear** and choose **Remove**.

Assigning Votes to Parents

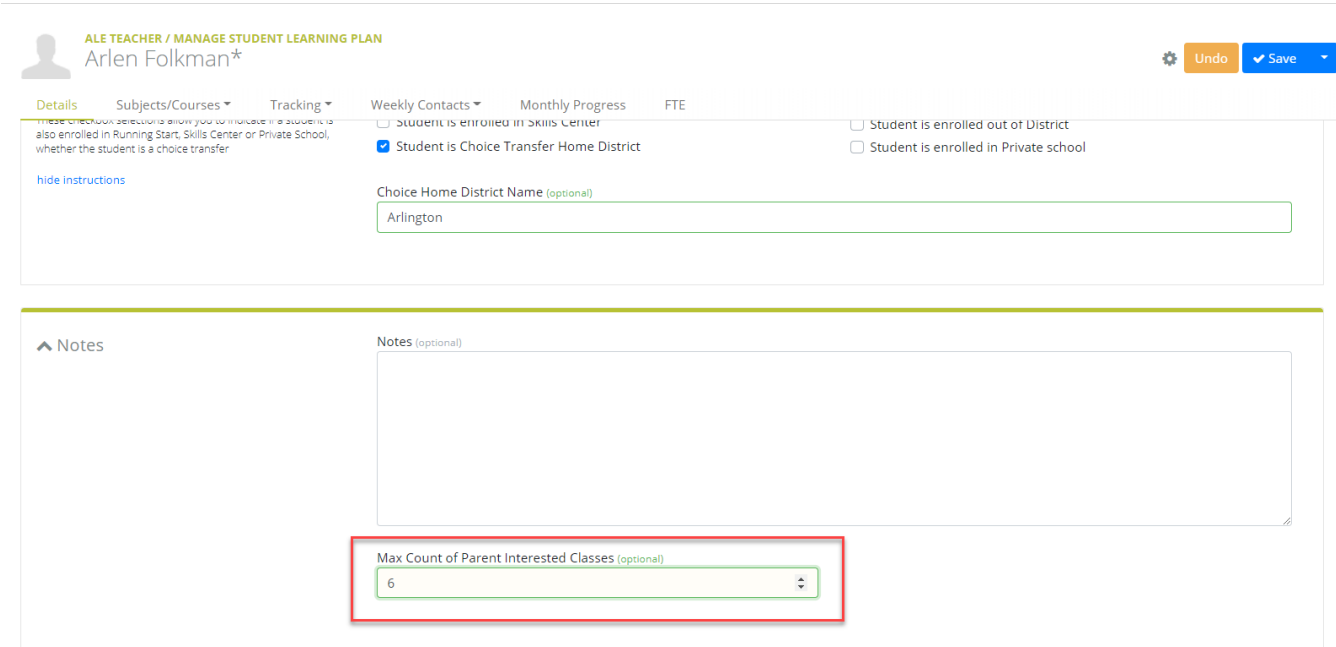
Next, you will need to determine how many “votes” parents will be allowed per student. Each vote represents one class. Currently, there is a utility where you can mass apply the same number of votes to all students. Any individualization can then be done on a per-student basis if needed.

This task is also completed in the **Data Admin Role** and by clicking **Administrative Tasks** in the left navigation menu. Scroll down to **Mass Apply Maximum Count of Parent Interested Classes to All SLPs**.



Enter the number of “votes” **Max Count of Parent Interested Classes** you would like to assign to every student and click **Execute Mass Apply of Parent Interested Classes**.

On an individual SLP, you can see where this number has been captured by scrolling down to the bottom of the **Details Tab** to **Max Count of Parent Interested Classes**. If individual changes need to be made for some students, that can be done here and saved as needed.



ALE TEACHER / MANAGE STUDENT LEARNING PLAN
Arlen Folkman*

Undo Save

Details Subjects/Courses Tracking Weekly Contacts Monthly Progress FTE

hide instructions

Choice Home District Name (optional)
Arlington

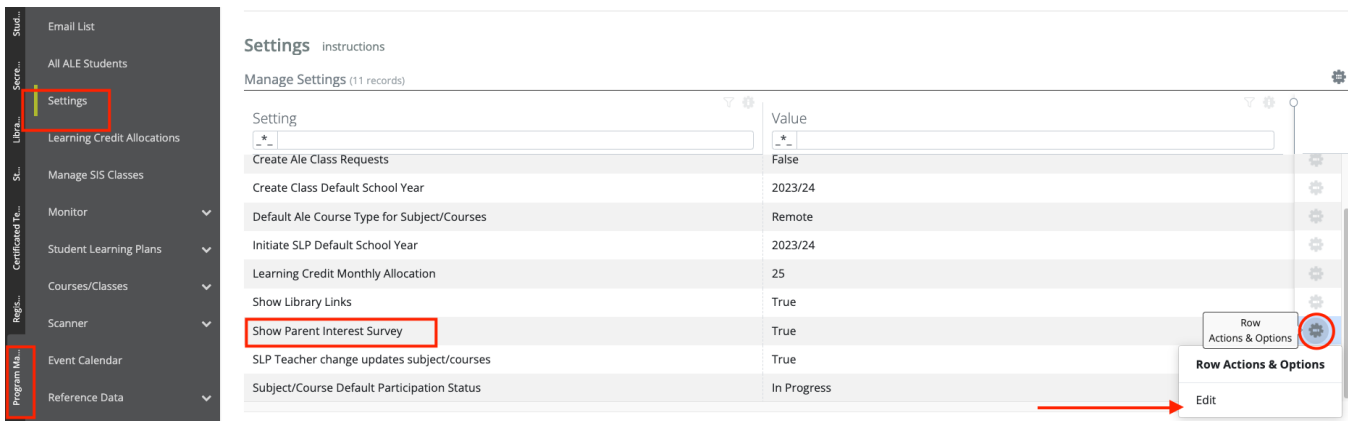
Notes (optional)

Max Count of Parent Interested Classes (optional)
6

Making the Survey Available to Parents

Now that you have determined which classes are going to be included in the survey and assigned each student a number of “votes,” you need to activate the survey link for parents. This task is completed in the **Program Manager Role** under **Settings** in the left navigation menu.

Using the **Row Action & Options** gear for **Show Parent Interest Survey**, choose **Edit** and set it to true or false as needed.



Settings instructions

Manage Settings (11 records)

Setting	Value
Create Ale Class Requests	False
Create Class Default School Year	2023/24
Default Ale Course Type for Subject/Courses	Remote
Initiate SLP Default School Year	2023/24
Learning Credit Monthly Allocation	25
Show Library Links	True
Show Parent Interest Survey	True
SLP Teacher change updates subject/courses	True
Subject/Course Default Participation Status	In Progress

Row Actions & Options
Edit

In the **Enable Parent Interest Survey** drop-down menu, click **True** and then **Update**. When **True**, the link for the **ALE Class Survey** will be visible in the left navigation for parents in your program. When set to **False**, parents will not see the link.

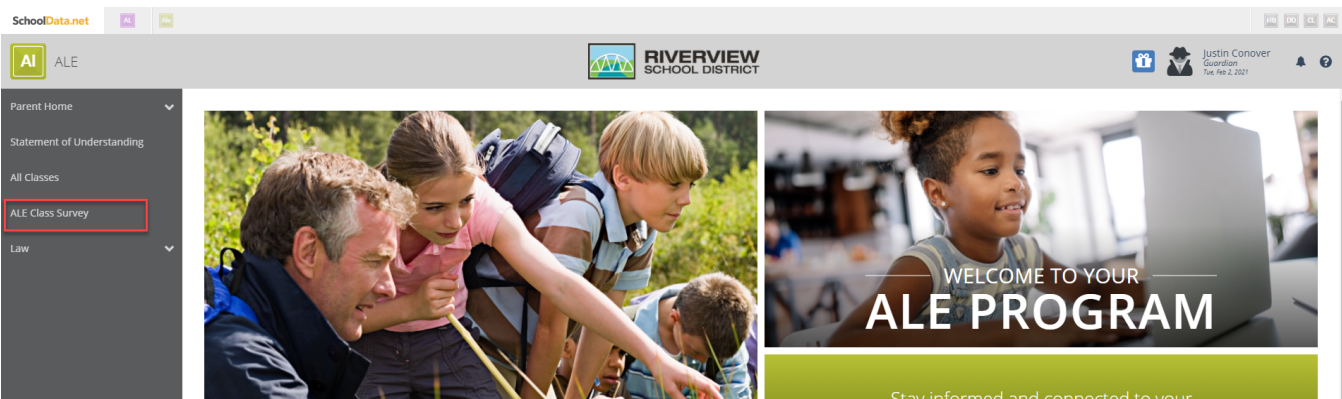
Edit Record


Update ✕

Setting

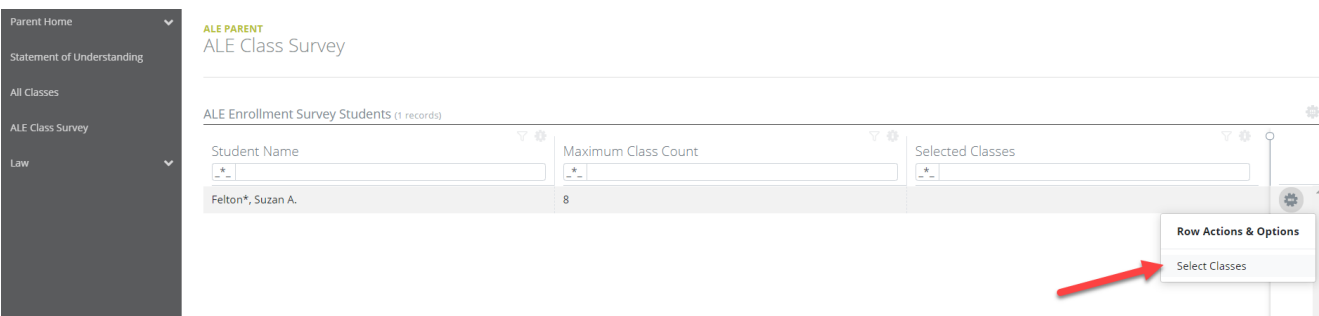
Enabling "Application User - ALE Program Access" will restrict access to the application based on the current User - Program(s) configuration, which can be managed under the Program Manager role, at the Manage ALE Users table. It is not recommended to enable this setting until the configuration is deemed to be complete.

<p>Learning Credit Monthly Allocation (required)</p> <input type="text" value="25"/>	<p>Allow Parent Access to Waitlist (required)</p> <input type="text" value="true"/>
<p>Create Ale Class Requests (required)</p> <input type="text" value="false"/>	<p>Enable Parent Interest Survey (required)</p> <input type="text" value="true"/>
<p>Enable Library Links (required)</p> <input type="text" value="true"/>	<p>SLP Teacher change updates subject/courses (required)</p> <input type="text" value="true"/>
<p>Default Class Type for Subject/Courses (optional) Select</p> <input type="text" value="Remote"/>	<p>Create Ale Class Default School Year (optional) Select</p> <input type="text" value="2023/24"/>
<p>Initiate SLP Default School Year (optional) Select</p> <input type="text" value="2023/24"/>	<p>Default Subject/Course Participation Status (optional) Select</p> <input type="text" value="In Progress"/>
<p>Enable Application User - ALE Program Access (optional)</p> <input type="text" value="true"/>	

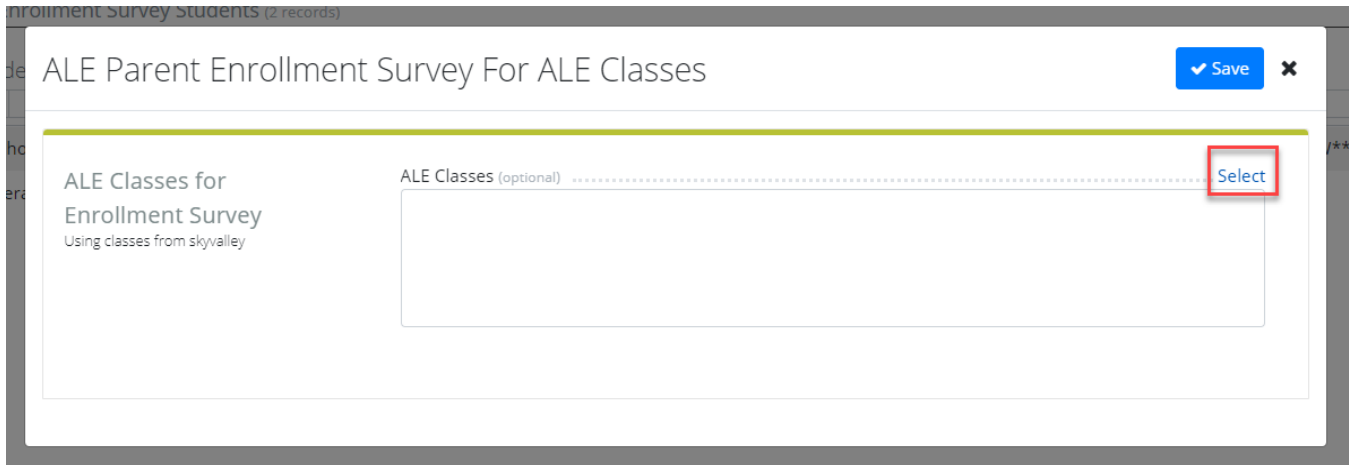


How Parents Complete the Survey

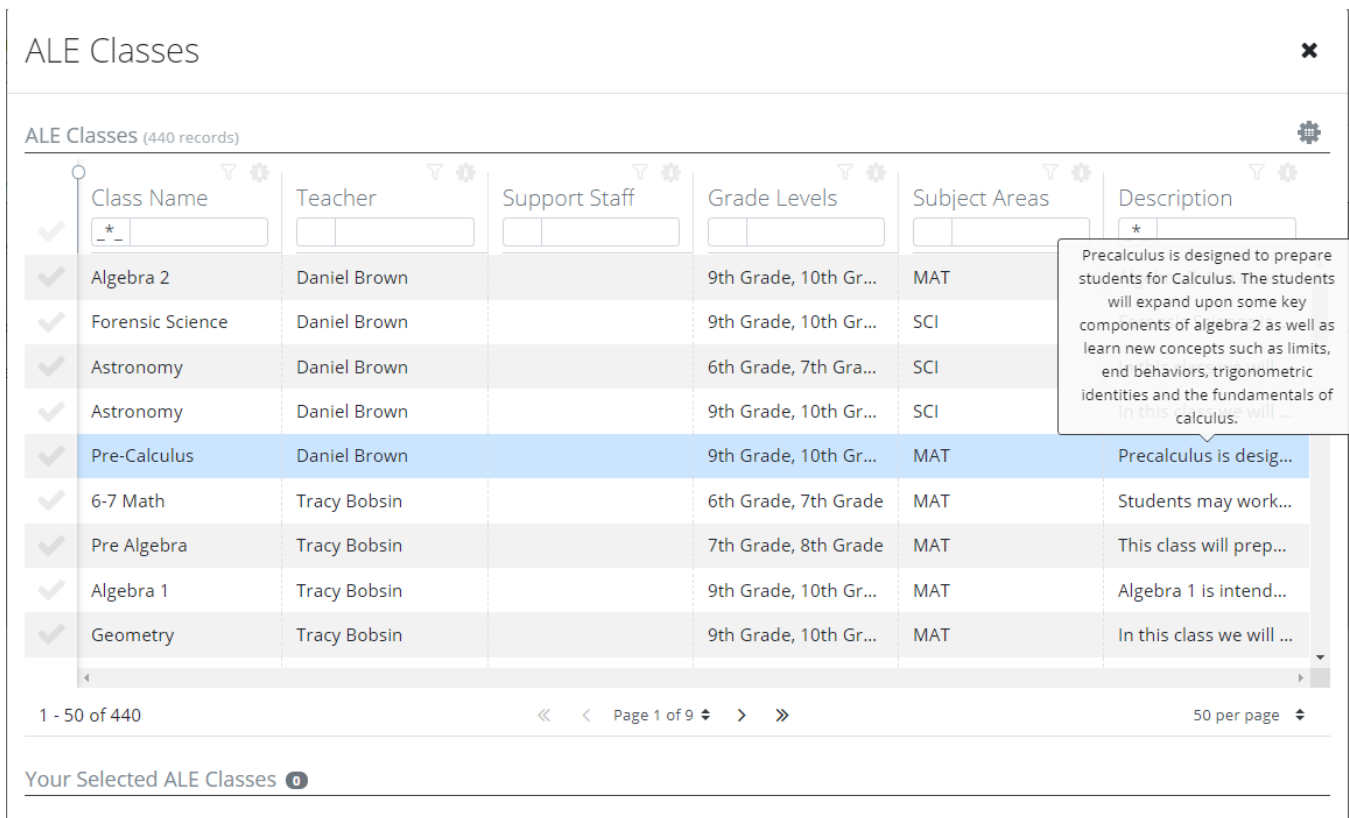
Once the link is activated, parents will see a table with one line for each one of their students in the program with an active SLP for the current or upcoming school year. Using the **Row Action & Options** gear, they can choose **Select Classes**, which will open up a form selector.



They will click **Select** to see a list of classes available.



In the resulting table, filters are available to allow parents to search by class name, teacher, support staff, grade level, and subject. Clicking the blue hyperlink in the Description column will open a pop-up window with the full description for the class.



Class Name	Teacher	Support Staff	Grade Levels	Subject Areas	Description
Algebra 2	Daniel Brown		9th Grade, 10th Gr...	MAT	Pre-Calculus is designed to prepare students for Calculus. The students will expand upon some key components of algebra 2 as well as learn new concepts such as limits, end behaviors, trigonometric identities and the fundamentals of calculus.
Forensic Science	Daniel Brown		9th Grade, 10th Gr...	SCI	
Astronomy	Daniel Brown		6th Grade, 7th Gra...	SCI	
Astronomy	Daniel Brown		9th Grade, 10th Gr...	SCI	
Pre-Calculus	Daniel Brown		9th Grade, 10th Gr...	MAT	Pre-Calculus is desg...
6-7 Math	Tracy Bobsin		6th Grade, 7th Grade	MAT	Students may work...
Pre Algebra	Tracy Bobsin		7th Grade, 8th Grade	MAT	This class will prep...
Algebra 1	Tracy Bobsin		9th Grade, 10th Gr...	MAT	Algebra 1 is intend...
Geometry	Tracy Bobsin		9th Grade, 10th Gr...	MAT	In this class we will ...

Parents can select the classes they wish to “vote” for using the **checkmarks** and then click **Add Ale Classes** at the top right.

ALE Classes

[Add ALE Classes](#)

ALE Classes (440 records)

Class Name	Teacher	Support Staff	Grade Levels	Subject Areas	Description
Algebra 2	Daniel Brown		9th Grade, 10th Gr...	MAT	Algebra 2- is a cour...
<input checked="" type="checkbox"/> Forensic Science	Daniel Brown		9th Grade, 10th Gr...	SCI	Forensic Science is ...
Astronomy	Daniel Brown		6th Grade, 7th Gra...	SCI	In this class we will ...
<input checked="" type="checkbox"/> Astronomy	Daniel Brown		9th Grade, 10th Gr...	SCI	In this class we will ...
<input checked="" type="checkbox"/> Pre-Calculus	Daniel Brown		9th Grade, 10th Gr...	MAT	Precalculus is desig...
<input checked="" type="checkbox"/> 6-7 Math	Tracy Bobsin		6th Grade, 7th Grade	MAT	Students may work...
Pre Algebra	Tracy Bobsin		7th Grade, 8th Grade	MAT	This class will prep...
Algebra 1	Tracy Bobsin		9th Grade, 10th Gr...	MAT	Algebra 1 is intend...
Geometry	Tracy Bobsin		9th Grade, 10th Gr...	MAT	In this class we will ...

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Your Selected ALE Classes 4 [View Selected](#)

If they attempt to exceed the number of “votes” extended to them for this student, they will receive an error message reminding them of how many classes they may choose.

SchoolData.net

Parent Home

ALE PARENT ALE Class Survey

ALE Enrollment Survey Students (1 records)

Student: Abney*, Iza

ALE Parent Enrollment Survey For ALE Classes [Save](#)

ALE Classes for Enrollment Survey
Using classes from overview

You may select up to 8 classes

ALE Classes (optional) [Select](#)

- Beginning Quilting
- Test Class
- Testing AgainClass
- Test Class (Cloned Sep 14 2020 4:52PM)
- Algebra 1 (Cloned Nov 17 2020 5:01PM)
- Testing for Duplication 20-21
- Math - Remote Learning
- Deidra's Test Course - Fairytale Literature
- Testing for Duplication 20-21

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Errors:

- You have selected too many classes. You may only select 8 classes for this Student Learning Plan
- There was a problem updating those classes

Once chosen, the classes will be displayed in a list in the **Ale Class Survey** page table.

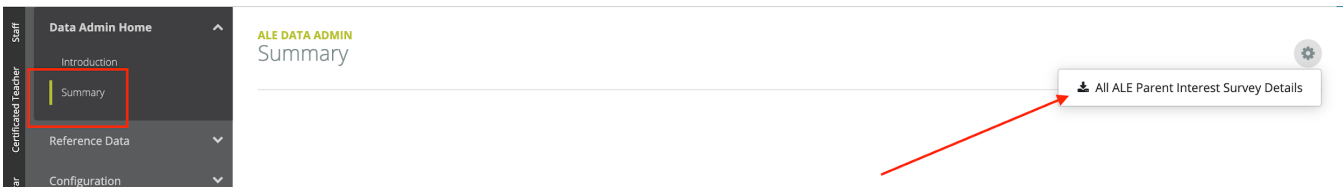
ALE PARENT
ALE Class Survey

ALE Enrollment Survey Students (1 records)

Student Name	Maximum Class Count	Selected Classes
Abney*, Izaac A.	8	Beginning Quilting, Test Class, Algebra 1, Math - Remote Learnin...

Download Parent Interest Survey Results

Once parents complete the Parent Interest Survey, you can download the survey results into a spreadsheet. The download can be found via the **Data Admin Role**, under **Summary**, on the left navigation menu. Then, use the **page action gear** to find the report **All ALE Parent Interest Survey Results**.

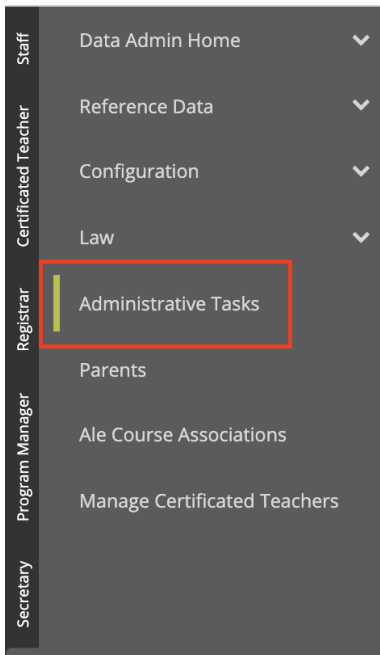


This report will indicate which students were assigned votes who completed the survey and provide a summary of the total votes per class.

Class Name	Certificated Teacher	Total Number of Votes	Grade Levels	Subject Areas
To Test removing schedule	Connie Schutte	0	Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, 4th Grade, 5th Grade, 6th Grade, 7th Grade, 8th Grade, 9th Grade, 10th Grade, 11th Grade, 12th Grade	
Beginning Quilting	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade	Fine and Performing Arts, Miscellaneous
To Test Removing	Connie Schutte	0	Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, 4th Grade, 5th Grade, 6th Grade, 7th Grade, 8th Grade, 9th Grade, 10th Grade, 11th Grade, 12th Grade	English Language and Literature
To test deleting enrollments	Alex Martin	0	11th Grade	Miscellaneous
Parents Shouldn't See This Class	Deidra McCollum	0	9th Grade, 10th Grade, 11th Grade, 12th Grade	
Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade	
Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade	
Testing AgainClass	Jerry Smith	0	6th Grade, 8th Grade, 9th Grade	
Test Class (Cloned Sep 14 2020 4:52PM)	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade	
Physical Science	Alex Martin	0	8th Grade, 9th Grade	Life and Physical Sciences
Algebra 1	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade, 11th Grade	Mathematics
Deidra's Test Course - Fairytale Literature	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade	English Language and Literature
Math - Remote Learning	Teresa McClintic	0	8th Grade	Mathematics
Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade	

Purge Survey Choices and "Reset" Survey

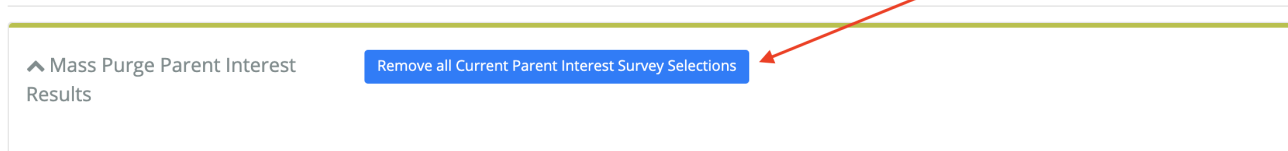
Once parents complete the Parent Interest Survey, programs can purge or remove all of the survey results, clearing the tables so the survey can be utilized again.



Select **Administrative Tasks** from the left navigation menu on the Data Admin Role. Scroll to **Mass Purge Parent Interest Results** and click **Remove all Current Parent Interest Survey Selections**.

ALE DATA ADMIN

Administrative Tasks



Clicking this button will display a warning reminding users that **This process is irreversible and should only be completed once you have downloaded your survey results and verified their validity. Would you like to proceed?** When you are ready to verify this action, click **Yes, Continue**.

