

## ALE Setting Up the Parent Class Interest Survey V2

Here, parents can 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.

### Survey Steps:

1. Choose which classes to include.
2. Assign parents a number of “votes” per student.
3. Make the survey available to the parents.
4. Download survey results.
5. Purge results (if needed).

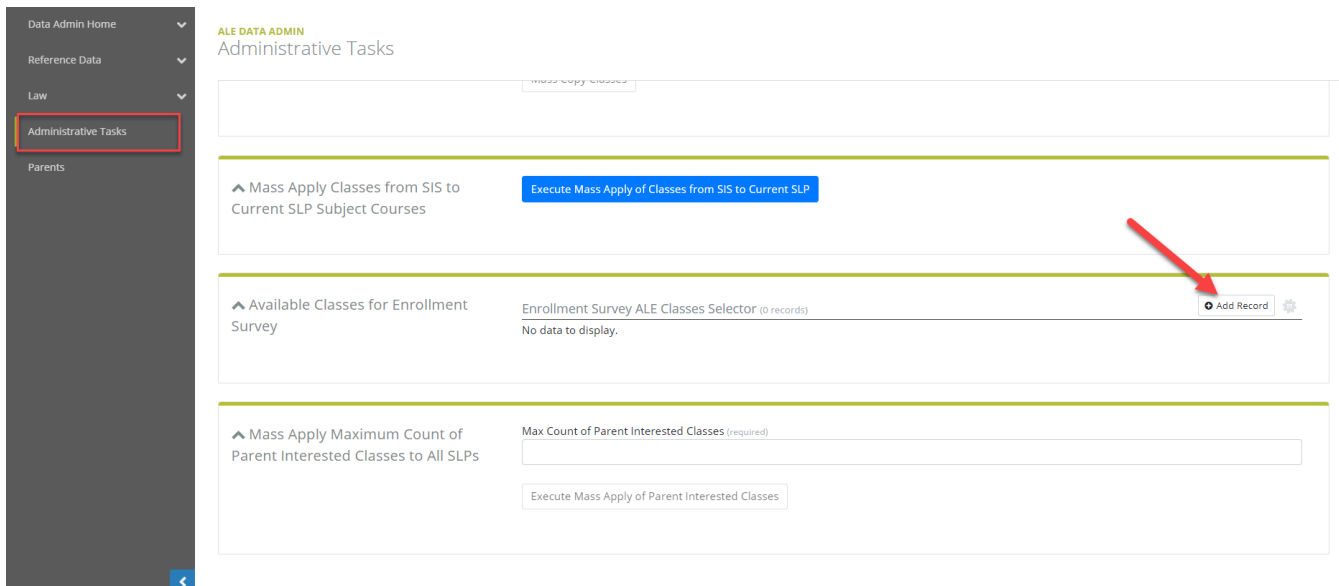
**Class Selection:** Classes from the system’s All Classes list are available to be included.

**Information for Parents:** When taking the survey, parents will see the following data points for each class: Class Name, Certificated Teacher, Support Staff, Grade Levels, Subject Area, and Description.

**New Classes:** Classes not currently offered can be added, but they will only include the data points listed above. You may consider adding a naming convention that allows you to quickly filter for those classes created for this purpose, making them easy to delete if they are not utilized after the survey.

This task is completed in the **Data Admin Role**.

1. Navigate to the **Administrative Tasks** in the left navigation menu.
2. Scroll down to **Available Classes for Enrollment Survey** and click **Add Record**.



The screenshot displays the 'Data Admin Home' interface. On the left, a navigation menu is visible with 'Administrative Tasks' highlighted in red. The main content area is titled 'ALE DATA ADMIN Administrative Tasks'. It contains several sections:
 

- A search bar for 'mass apply classes'.
- A section for 'Mass Apply Classes from SIS to Current SLP Subject Courses' with a blue button labeled 'Execute Mass Apply of Classes from SIS to Current SLP'.
- A section for 'Available Classes for Enrollment Survey' with the text 'Enrollment Survey ALE Classes Selector (0 records)' and 'No data to display.' A red arrow points to an 'Add Record' button in this section.
- A section for 'Mass Apply Maximum Count of Parent Interested Classes to All SLPs' with a text input field for 'Max Count of Parent Interested Classes (required)' and a button labeled 'Execute Mass Apply of Parent Interested Classes'.

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

Add Record
Add
✕

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ALE Classes For Enrollment Survey

Classes (optional) Select

- 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 select individual classes, or select the check mark at the top to select 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
✕

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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

1 - 50 of 702
Page 1 of 15
50 per page

Your Selected Classes 0

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 ✕

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

ALE DATA ADMIN
Administrative Tasks

Available Classes for Enrollment Survey

Enrollment Survey ALE Classes Selector (7 records)
3 Select Row Actions
Add Record
⚙️

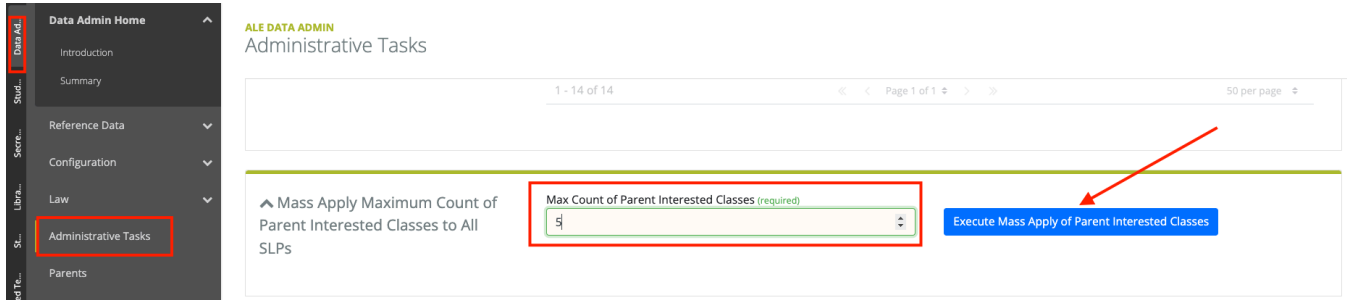
	Class Name	Teacher	Support Staff	Grade Levels	Subject	Description	
<input type="checkbox"/>	*Academic Biolo...	Laurie Otteson	Kaylene Krug Ha...	9th Grade, 10th ...	SCI	Students will be ...	✕
<input checked="" type="checkbox"/>	*Academic Span...	Kristin Janson	Wanda Janson	9th Grade, 10th ...	LANG	In this course, st...	✕
<input type="checkbox"/>	*Academic Span...	Kristin Janson	Wanda Janson	8th Grade, 9th G...	LANG	Spanish I is a bro...	✕
<input checked="" type="checkbox"/>	*Algebra 2	Rodney Armbrus...	Roy Wood	9th Grade, 10th ...	MAT	The student will: ...	✕
<input type="checkbox"/>	*Algebra 1	Rodney Armbrus...	Roy Wood	8th Grade, 9th G...	MAT	Each student will...	✕
<input type="checkbox"/>	*Academic Sign ...	Kristin Janson	Marie Layman	8th Grade, 9th G...	LANG	American Sign La...	✕
<input type="checkbox"/>	*Academic Sign ...	Carol VanWormer	Marie Layman	9th Grade, 10th ...	LANG	Must have take...	✕

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50 per page

9. 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.
10. Another option is to use the **Row Action & Options gear** and choose **Remove**.

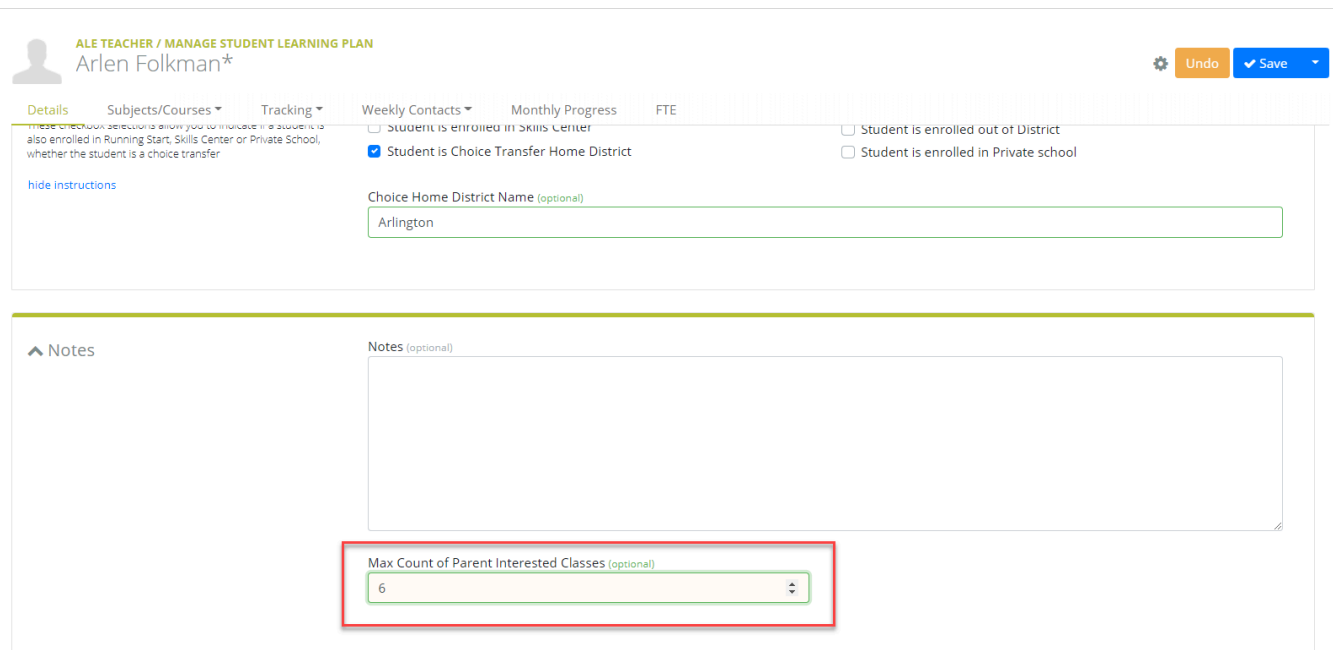
## Assigning Votes to Parents

- Next, you will need to determine how many “votes” each parent may cast per student. Each vote represents one class. Currently, there is a utility that lets you 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**.



The screenshot shows the 'Data Admin' interface. On the left, the 'Administrative Tasks' menu item is highlighted with a red box. The main content area shows the 'Mass Apply Maximum Count of Parent Interested Classes to All SLPs' task. A dropdown menu for 'Max Count of Parent Interested Classes (required)' is set to 5 and is highlighted with a red box. A red arrow points to the 'Execute Mass Apply of Parent Interested Classes' button.

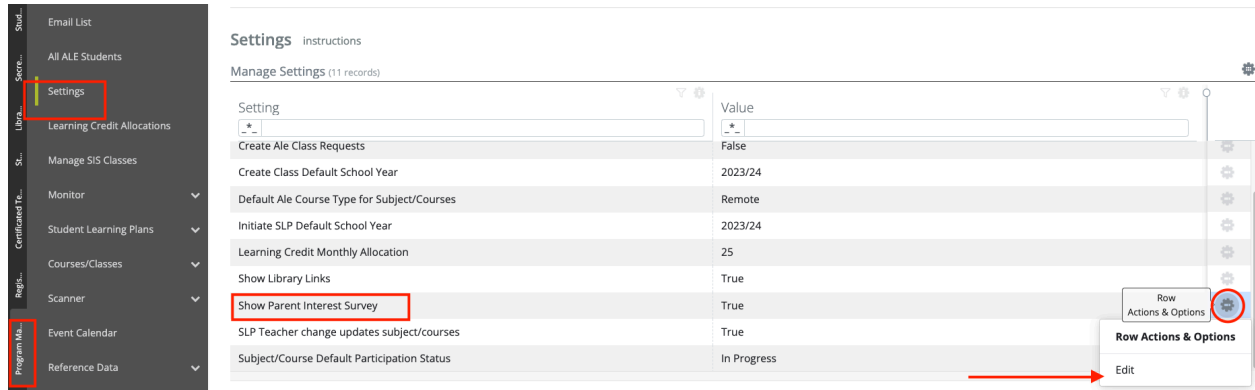
- Enter the number of “votes”, **Max Count of Parent Interested Classes** you would like to assign to every student, and click **Execute Mass Apply of Parent Interested Classes**.
- On an individual SLP, you can see where this number has been captured by scrolling down to the bottom of the **Details Tab** to **Max Count of Parent Interested Classes**. If individual changes are needed for some students, they can be made here and saved.



The screenshot shows the 'ALE TEACHER / MANAGE STUDENT LEARNING PLAN' interface for Arlen Folkman\*. The 'Details' tab is active. The 'Max Count of Parent Interested Classes (optional)' dropdown is set to 6 and is highlighted with a red box. The interface also shows various checkboxes for student enrollment status and a 'Choice Home District Name' field set to 'Arlington'.

## Making the Survey Available to Parents

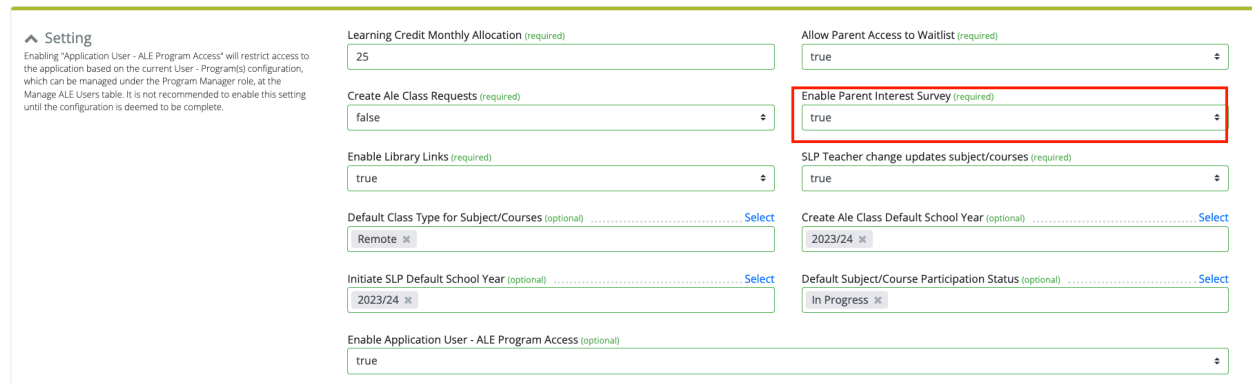
1. Now that you have determined which classes are going to be included in the survey and assigned each student a number of “votes,” you need to activate the survey link for parents. This task is completed in the **Program Manager Role** under **Settings** in the left navigation menu.
2. Using the **Row Action & Options** gear for **Show Parent Interest Survey**, choose **Edit** and set it to true or false as needed.



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

3. 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

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.

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



SchoolData.net

ALE

RIVERVIEW SCHOOL DISTRICT

Justin Conover  
Coordinator  
Thu, Feb 2, 2023

Parent Home

Statement of Understanding

All Classes

ALE Class Survey

Law

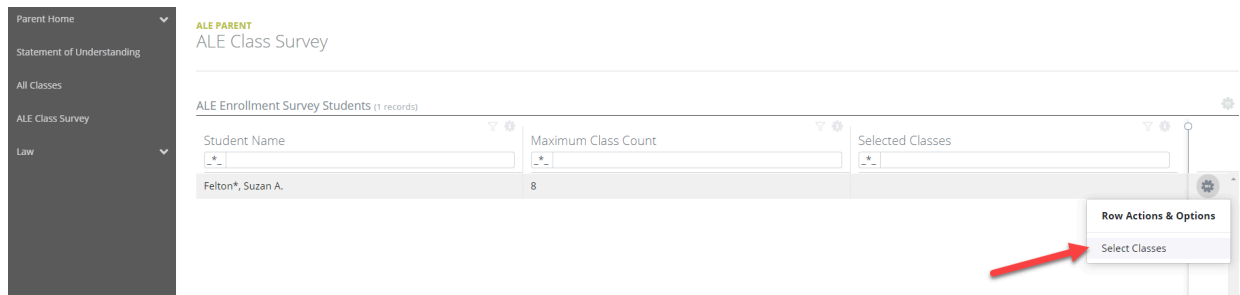
WELCOME TO YOUR ALE PROGRAM

Stay informed and connected to your

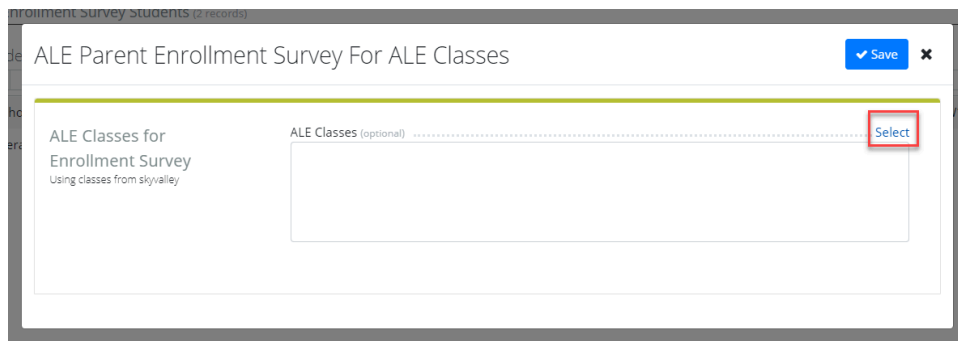
## How Parents Complete the Survey

Once the link is activated, parents will see a table with one row for each of their students in the program who has an active SLP for the current or upcoming school year.

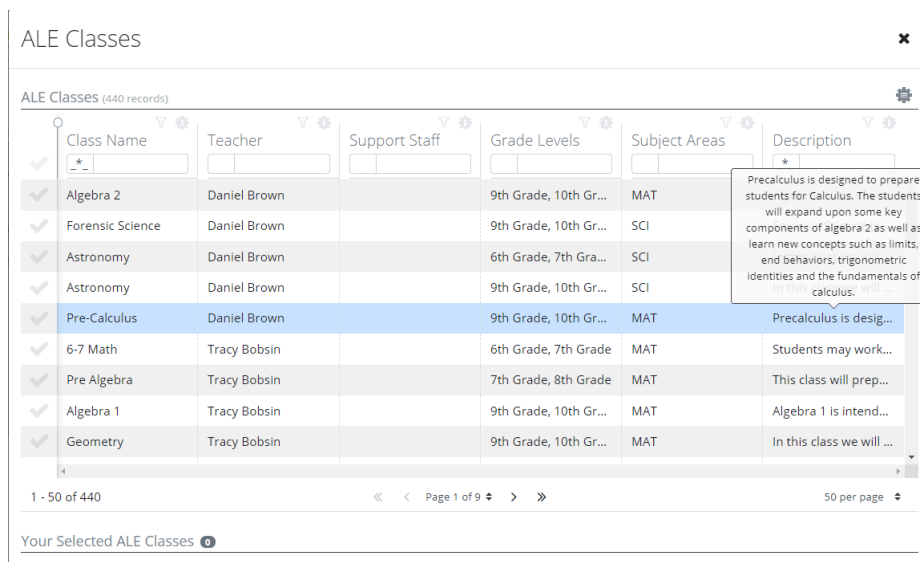
- Using the **Row Action & Options** gear, they can select **Select Classes**, which opens a form selector.



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

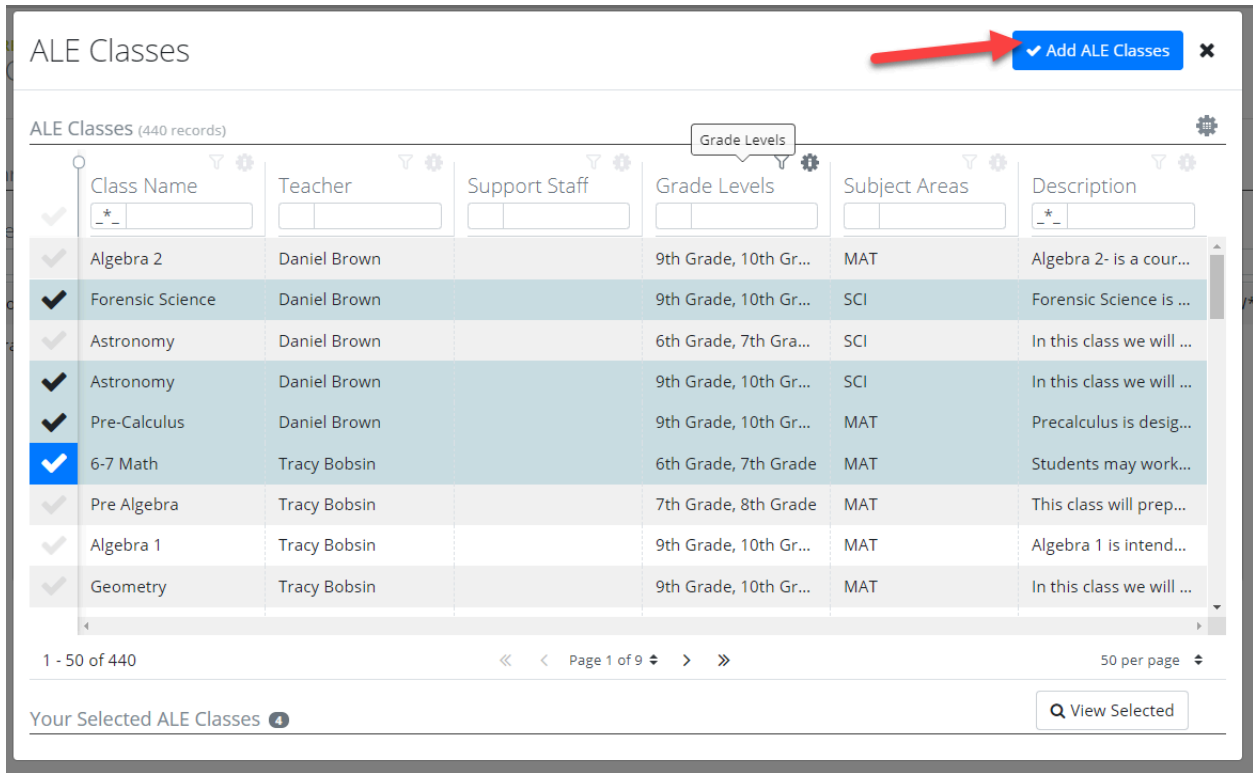


- In the resulting table, filters let parents search by class name, teacher, support staff, grade level, and subject. Clicking the **hyperlink** in the **Description** column opens a pop-up window with the full class description.



Class Name	Teacher	Support Staff	Grade Levels	Subject Areas	Description
Algebra 2	Daniel Brown		9th Grade, 10th Gr...	MAT	
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	Precalculus is desig...
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 ...

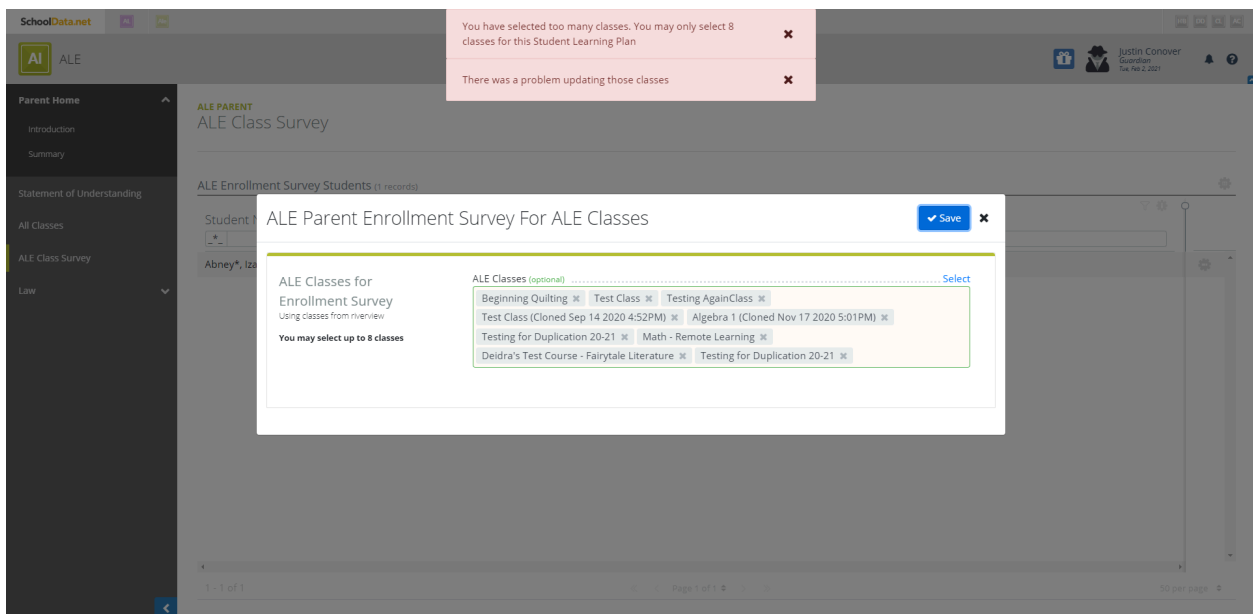
- Parents can select the classes they wish to “vote” for by using the checkmarks, then click **Add Ale Classes** in the top-right.



The screenshot shows the 'ALE Classes' interface with a table of 440 records. A red arrow points to the 'Add ALE Classes' button in the top right corner. The table has columns for Class Name, Teacher, Support Staff, Grade Levels, Subject Areas, and Description. Several rows are checked, including Forensic Science, Astronomy, Pre-Calculus, and 6-7 Math.

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 ...
Algebra 1	Tracy Bobsin		9th Grade, 10th Gr...	MAT	Algebra 1 is intend...
<input checked="" type="checkbox"/> 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 ...

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



The screenshot shows the 'ALE Parent Enrollment Survey For ALE Classes' interface. A red error message box is displayed at the top, stating: "You have selected too many classes. You may only select 8 classes for this Student Learning Plan." Below the error message, there is a list of selected classes for the enrollment survey, including "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", and "Deidra's Test Course - Fairytale Literature".

- Once selected, the classes will be displayed in a list on the **Ale Class Survey** page.

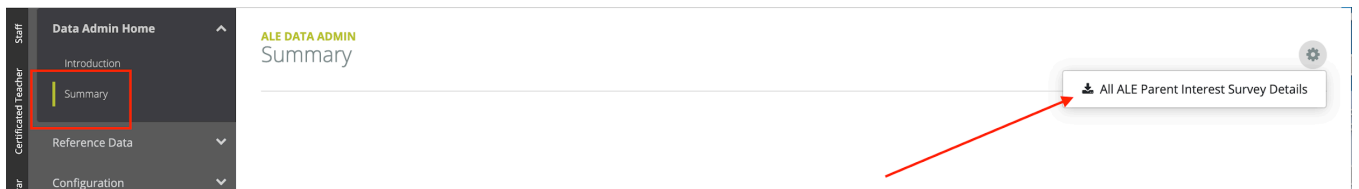
**ALE PARENT**  
ALE Class Survey

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 open the "All ALE Parent Interest Survey Results" report.

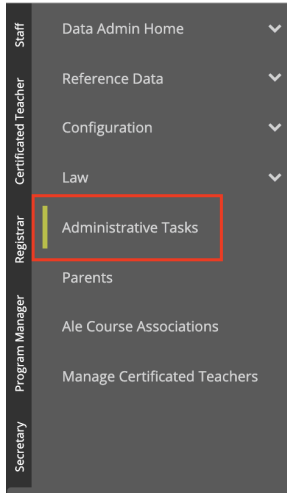


- This report will indicate which students who were assigned votes completed the survey and provide a summary of the total votes per class.

	A	B	C	D	E	F
1	<b>Class Name</b>	<b>Certificated Teacher</b>	<b>Total Number of Votes</b>	<b>Grade Levels</b>	<b>Subject Areas</b>	
2	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		
3	Beginning Quilting	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade	Fine and Performing Arts, Miscellaneous	
4	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	
5	To test deleting enrollments	Alex Martin	0	11th Grade	Miscellaneous	
6	Parents Shouldn't See This Class	Deidra McCollum	0	9th Grade, 10th Grade, 11th Grade, 12th Grade		
7	Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade		
8	Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade		
9	Testing AgainClass	Jerry Smith	0	6th Grade, 8th Grade, 9th Grade		
10	Test Class (Cloned Sep 14 2020 4:52PM)	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade		
11	Physical Science	Alex Martin	0	8th Grade, 9th Grade	Life and Physical Sciences	
12	Algebra 1	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade, 11th Grade	Mathematics	
13	Deidra's Test Course - Fairytale Literature	Deidra McCollum	0	8th Grade, 9th Grade, 10th Grade	English Language and Literature	
14	Math - Remote Learning	Teresa McClintic	0	8th Grade	Mathematics	
15	Test Class	John Bomar	0	9th Grade, 10th Grade, 11th Grade, 12th Grade		

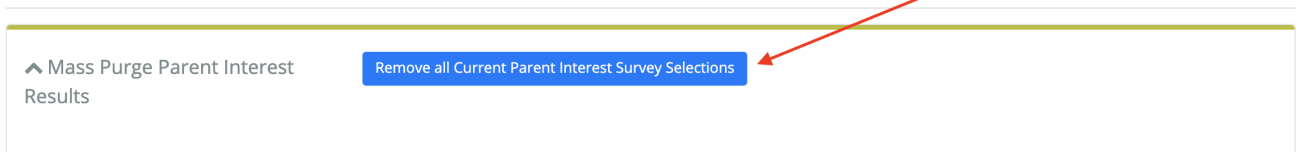
## Purge Survey Choices and "Reset" Survey

- Once parents complete the Parent Interest Survey, programs can purge the survey results, clearing the tables so the survey can be used again.



2. 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



3. Clicking this button will display a warning that this process is irreversible and should be completed only after **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**.

