

AKTEACH Individual Learning Plan

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|  | | | | | | | | | | | 2023-2024 | **School Year** |
| **STUDENT INFORMATION** | | | | | | | | | | |  | **Grade Level** |
|  |  | |  |  |  | |  | | |  | | |
| *Last Name* | *First Name* | | *MI* | *Suffix* | *Date of Birth* | | *Primary Phone* | | | *Student Email* | | |
| **PARENT INFORMATION** | | | | | | | | | | | | |
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| *Name(s)* | | *Mailing Address* | | | | *City* | | *State* | *Zip* | *Parent Email* | | |

IMPORTANT – *Parent/guardian and student notice of rights and responsibilities regarding program enrollment*

1. All parents and students in correspondence programs have the same right to access the district appeal process as parents and students in other district programs (4 AAC 33.421). This includes, but is not limited to, **special education** (4 AAC 33.432).
2. All enrolled students, including part-time students, are **required to participate in statewide student assessments** (4 AAC 33.421).
3. Courses receiving an “incomplete” may not be counted towards credit for enrollment requirements (4 AAC 33.426).
4. Parents must disclose enrollment for all other education institutions, including private schools, to ensure the student is not concurrently enrolled in a substantially similar course (4 AAC 33.430).
5. All textbooks and other curriculum materials must be aligned with state standards, comply with regulatory requirements, and be reviewed by a certified teacher (4 AAC 33.421).
6. All non-expendable materials remain the property of the school district and must be returned to the district (4 AAC 33.422).
7. All expenditures related to the student must be directly tied to a specific course with a need addressed in the ILP (4 AAC 33.422).
8. Monthly contact with the parent/student is required (4 AAC 33.421).
9. A quarterly review of the student’s progress with the parent/student is required (4 AAC 33.421).
10. A grade or other determination of course progress as determined by the certified teacher responsible for the course (4 AAC 33.421).
11. This plan may provide for review and consideration of any recommendations submitted by the parent or student (4 AAC 33.421).

**Your signature indicates:** you are aware of this information; you accept responsibility for ensuring your student is aware of their rights and requirements; you agree to all requirements; and you confirm that the information provided is true and accurate the best of your knowledge.

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| *Parent Signature* | *Parent Name (Print)* | *Date* | *Contact Teacher Signature* | *Contact Teacher Name (Print)* |

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| **DISTRICT USE** | | | | | | | | | | | | | |  | **SPECIAL EDUCATION** | | | | | | |
| **State of AK ID:** |  | | | | **FTE:** | | **1** | | **.75** | **.5** | | **.25  0** | |  | **IEP Expiration Date:** | | |  | | |  |
| **Computer Issued:** | | **Yes** | | **No** | |  | | | | | | | |  | **ESER Expiration Date:** | | |  | | |  |
| **Out of District:** | | **Yes** | | **No** | | **Siblings Enrolled:** | | | | | **Yes** | | **No** |  | **Disability:** | |  | | | |  |
| **Dual Enrollment:** | | **Yes** | | **No** | | **Graduation Track:** | | | | | **Yes** | | **No** |  | **Assessment Accommodations:** | | | | | | |
| ***STATE ASSESSMENT DATA – PEAKS (See page 16 for strategies to gain proficiency if warranted)***  **ELA:  Advanced  Proficient  Below Proficient  Far Below Proficient**  **Math:  Advanced  Proficient  Below Proficient  Far Below Proficient**  **Science:  Advanced  Proficient  Below Proficient  Far Below Proficient**  **No State Assessment Data Available From Previous Year** | | | | | | | | | | | | | |  |  |  | | | | |  |
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| **SUBJECT:** | |  | | | | | | **SPECIFIC HS:** | | |  | | | | | | | | | | **OTHER:** | n/a | | | | |
| **Contact Teacher:** | | | | |  | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | | **Other:** | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | ***Learning Journal*** | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | | ***Portfolio*** | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | | |
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| **SUBJECT:** | |  | | | | | | **SPECIFIC HS:** | | |  | | | | | | | | | | **OTHER:** | n/a | | | | |
| **Contact Teacher:** | | | | |  | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | | **Other:** | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | ***Learning Journal*** | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | | ***Portfolio*** | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | | |
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| **SUBJECT:** | |  | | | | | | | **SPECIFIC HS:** | | | |  | | | | | | | | | **OTHER:** | n/a | | | | | |
| **Contact Teacher:** | | | | |  | | | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | **Other:** | | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | | ***Learning Journal*** | | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | ***Portfolio*** | | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | | |
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| **Contact Teacher:** | | | | |  | | | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | **Other:** | | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | | ***Learning Journal*** | | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | ***Portfolio*** | | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | | |
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| **SUBJECT:** | |  | | | | | | **SPECIFIC HS:** | | |  | | | | | | | | | **OTHER:** | n/a | | | | |
| **Contact Teacher:** | | | | |  | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | **Other:** | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | ***Learning Journal*** | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | ***Portfolio*** | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | |
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| **Contact Teacher:** | | | | |  | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | **Other:** | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | |
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| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | |
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| **SUBJECT:** | |  | | | | | | | **SPECIFIC HS:** | | | |  | | | | | | | | | **OTHER:** | n/a | | | | | |
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| **Curriculum Materials:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | | |
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| **Contact Teacher:** | | | | |  | | | | | **Credit Type:** | | | **Full year** | | | **½ Credit Fall** | | **½ Credit Spring** | | | | **Other:** | |  | |
| **Source of Credit:** | | | | **Parent Designed Course** | | | | | **District Course** | | | | | **Vendor:** | | | | | | | | | | | |
| **Method(s) of Assessment:** | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***Daily Work*** | | ***Quizzes/Tests*** | | | | | ***Learning Journal*** | | | | | ***Oral Review/Presentations*** | | | | | | | ***Guided Practice*** | | | | ***Portfolio*** | | ***Projects*** |
| ***Other:*** |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Curriculum Materials:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Topics:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Planned Activities:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Goals/Objectives:** | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **Meets Alaska Grade level Standards?**  **Yes.**   **No.** | | | | | |
| **Grading Scale:** | | | K-3rd  ***Outstanding/Satisfactory/Improvement Needed*** | | | | | | | | | | | | ***Pass/Fail*** | | 4th -12th  ***Letter Grade (A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, 0-59)*** | | | | | | | | |

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| **DUAL ENROLLMENT – *If the student is enrolled in any other public education program this form must be completed.*** | | | | | | | | | | | | |
| **School Name:** |  | | | | | **Address:** | |  | | | | |
| **Phone Number:** | |  | **Fax Number:** |  | **City:** | |  | | **State:** |  | **Zip:** |  |

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| ***This section must be completed by the other public education program administrator if in a different school district*** | | |
| **Please indicate the FTE your school/district is declaring for the ADM report:**  **1.0**  **.75**  **.5**  **.25**  **Please list subjects the student is taking with your school district:** | | |
|  | | **Credit Hours** |  |
| **1.** |  |  |  |
| **2.** |  |  |  |
| **3.** |  |  |  |
| **4.** |  |  |  |
| **5.** |  |  |  |
| **6.** |  |  |  |

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| *Signature* | *Printed Name* | *Title* | *Date Completed* |

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| **PRIVATE SCHOOL – *If the student is enrolled in a private, non-public funded education institution, this section must be completed.*** | | | | | | | | | | | | |
| **School Name:** |  | | | | | **Address:** | |  | | | | |
| **Phone Number:** | |  | **Fax Number:** |  | **City:** | |  | | **State:** |  | **Zip:** |  |

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| **Please list subjects the student is taking with this private, non-public funded education institution:** | | | | | | | |
|  | | | | **Credit Hours** | | **Check for Previous Courses** | |
| **1.** |  | | |  | |  | |
| **2.** |  | | |  | |  | |
| **3.** |  | | |  | |  | |
| **4.** |  | | |  | |  | |
| **5.** |  | | |  | |  | |
| **6.** |  | | |  | |  | |
|  | |  |  | | [grade] | | 2023-2024 |

**APPENDICES – *These sections are reserved for accommodating overflow text & are referenced accordingly (i.e. “cont. APPENDIX A”, respectively).***

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| **STRATEGIES TO GAIN PROFICIENCY** |
|  |
|  |
| **APPENDIX A** |
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| **APPENDIX B** |
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| **APPENDIX C** |
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|  | | | |  | |  | [grade] | | 2023-2024 | |
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| **MONTHLY CONTACT LOG** | | | | | | | | | | | |
|  | **Date Completed** | | **Completed By** | | **Notes** | | | **Follow-Up Required?** | | | |
| **AUG** | |  |  | |  | | | | |  | |
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| **SEP** | |  |  | |  | | | | |  | |
|  | |  |  | |  | | | | |  | |
| **OCT** | |  |  | |  | | | | |  | |
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| **NOV** | |  |  | |  | | | | |  | |
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| **DEC** | |  |  | |  | | | | |  | |
|  | |  |  | |  | | | | |  | |
| **JAN** | |  |  | |  | | | | |  | |
|  | |  |  | |  | | | | |  | |
| **FEB** | |  |  | |  | | | | |  | |
|  | |  |  | |  | | | | |  | |
| **MAR** | |  |  | |  | | | | |  | |
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| **APR** | |  |  | |  | | | | |  | |
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| **MAY** | |  |  | |  | | | | |  | |
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