

Olympic Peninsula Home Connection
Crescent School District, PO Box 20 Joyce , WA 98343
360-928-3311 ext. 1060

Steps to Complete the Written Student Learning Plan on the website www.wingsnw.com

IMPORTANT: Only enter subjects you teach at home or are taught by a tutor or a community class. Do NOT enter the OPHC workshops. **The deadline for SUBMITTING (not saving) your child's WSLP is prior to first attendance day.**

After submitting, check the WSLP for advisor's approval to make the changes suggested in the advisor's comment box to insure your child is eligible to attend the first week of workshops.

YOUR CHILD MUST HAVE AN APPROVED WSLP BEFORE WORKSHOPS BEGIN.

Step 1: Click on **Choose Student**

Step 2: Click on a student ID number, if no number click on 'none'

Step 3: Select your **Contact Method** – how you will communicate weekly with your advisor

Step 4: Click **Continue**

* **The current status of your child's WSLP will display at the top of the page**

Choose the 'click here' to create or update the WSLP

Step 5: Click **Add Offsite Class**

Step 6: In the **Class Title** box, name the offsite class you are entering, such as Piano, Pre-Algebra, or Creative Writing. This is what you teach at home or when you use a tutor or community class

Step 7: Select a subject

Step 8: In the **Description** box, explain what you will cover in a sentence or two

Step 9: In **Learning Goals/EALRs** box, enter your goals for the student. You can use unit headings from table of contents or the GLE(Grade Level Expectations) chooser drop down box

Step 10: In **Methods of Evaluation** box, explain how you will measure what is learned...be specific

Step 11: **SAVE CHANGES!**

Step 12: Click **Add Another Offsite Class** and repeat previous steps for each offsite subject

You may enter the WSLP information into one of 9 academic categories. You must enter something into each of the 4 core subjects; math, science, social studies, and language arts, and any other class that you are using allocation funds for.

Enter the plan in the comments box (note: the **clicking here** link above the comments box will provide learning guidelines that may help). You can save a draft by clicking **Save Changes**. Then return to the learning plan later by selecting the learning plan link under your child's name on the left side of the page. When you have completed the plan for this category, choose the **Save and Submit for Review** button. Repeat this process for the remaining categories.

NOTE: Once the plan for the 4 core subjects is submitted, you may view it but will not have access to it except through your advisor.

Do not include comments about OPHC workshops, WINGS automatically adds the workshop descriptions into the appropriate academic categories for your child upon enrollment in the workshop.

Email any questions to your advisor, not the secretary, about the WSLP to meet the DEADLINE above.

Contact Information: Principal: Dave Bingham daveb@crescent.wednet.edu

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*****wingsnw.com and your email are the main source of communication and information. Check them frequently.*****