District:       Date Purchased/Contract Date:

Description of purchased/contracted ALE experience, service, or activity:

*This checklist is to assist ALE programs in self-assessing compliance with WAC 392-121-182 (6)(i), the substantially similar requirement. Information collected on this checklist should be retained in accordance with established records retention schedules and made available upon request for purposes of state monitoring and audit. The information collected on this checklist may also be used to inform the reporting requirement outlined in WAC 392-121-182 (11)(b).*

**Section 3 (g) "Substantially similar experiences and services" definition:**

| **Guiding Questions** | **Yes/No** |
| --- | --- |
| Is this a purchased or contracted instructional or co-curricular course, lesson, trip, or other experience, service, or activity? | [ ]  Yes [ ]  No |

*If “No”, the item in question may not be subject to the “substantially similar” requirement.*

Identify the substantially similar experience, service, or activity made available to students enrolled in the district's regular instructional program being analyzed with this tool:

|  |  |  |
| --- | --- | --- |
| **Guiding Questions** |  | **If yes, describe how required component is satisfied.** |
| Are the identical or similar experiences, service, or activity made available to students enrolled in the district’s regular instruction program at a similar grade level? | [ ]  Yes [ ]  No |       |
| Are the identical or similar experiences available at a similar level of frequency, intensity, and duration including, but not limited to, consideration of individual versus group instruction? | [ ]  Yes [ ]  No |       |
| Are the identical or similar experiences available at a similar level of cost to the student with regard to any related club, group, or association memberships; admission, enrollment, registration, rental or other participation fees; or any other expense associated with the experience or service? | [ ]  Yes [ ]  No |       |
| Are the identical or similar experiences in accordance with district adopted content standards or state defined grade level standards? | [ ]  Yes [ ]  No |       |
| Are the identical or similar experiences supervised, monitored, assessed, evaluated, and documented by a certificated teacher? | [ ]  Yes [ ]  No |       |

*If you answered “No” to any of the above questions, you should consider other ways than a purchase or contract to provide the experience, service or activity to the student.*

*Continued on page 2*

**Other considerations that may impact your decision to purchase or contract for an ALE experience, service or activity:**

|  |  |  |
| --- | --- | --- |
| **Guiding Questions** |  | **If yes, describe how required component is satisfied.** |
| Is the experience, service, or activity relevant to the WSLP? | [ ]  Yes [ ]  No |       |
| Does this experience, service, or activity satisfy all the alternative learning experience program requirements and alternative learning experience implementation requirements? | [ ]  Yes [ ]  No |       |
| If the experience, service, or activity is a course itself, are all alternative learning experience program requirements WAC 392-121-182 (4) and alternative learning experience implementation requirements WAC 392-121-182 (6) satisfied? | [ ]  Yes [ ]  No |       |
| Is the experience, service, or activity reasonable and necessary for the successful completion of the course objectives? | [ ]  Yes [ ]  No |       |
| Are there alternative options available that will cost the district less but will still enable the student to successfully complete the course objectives? | [ ]  Yes [ ]  No |       |
| Does this purchase or contracted service adhere to the district’s purchasing and contracting policies and procedures? | [ ]  Yes [ ]  No |       |
| If applicable, does this purchase or contracted service meet the state bidding and contracting requirements (RCW 28A.335.190, RCW 28A.440.322, RCW 43.19.1911)?  | [ ]  Yes [ ]  No[ ]  NA |       |
| Is this purchase a responsible use of public dollars? | [ ]  Yes [ ]  No |       |
| Are similar activities in the regular instructional program subject to the district fee schedule? | [ ]  Yes [ ]  No |       |
| Is the purchase identified on an alternative learning experience written student learning plan (WSLP)? | [ ]  Yes [ ]  No |       |

*If you answered “No” to any of the above questions, you should consider other ways than a purchase or contract to provide the experience, service or activity to the student.*