

# Year of Planning

FAQ 2024-2025



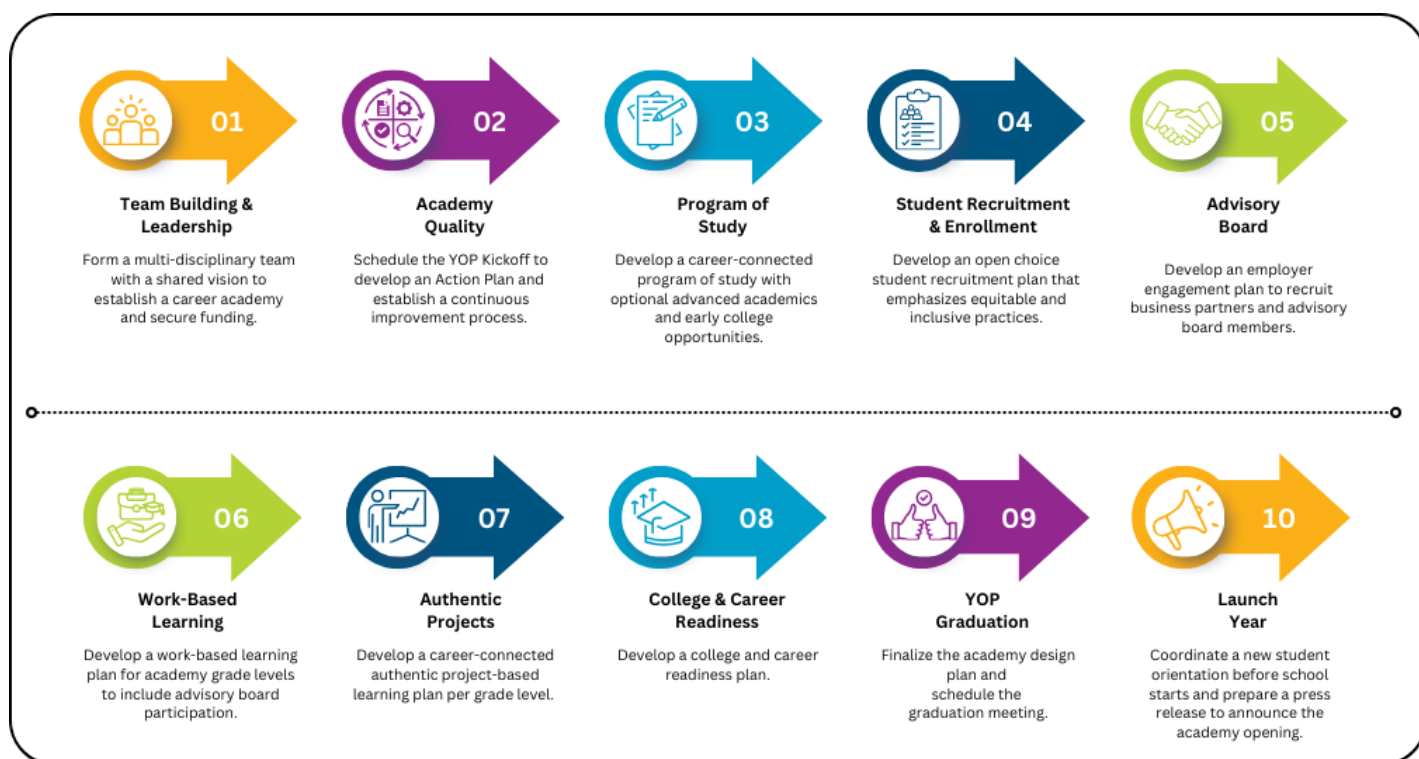
Welcome to NAF's Year of Planning (YOP) program. Receive personalized support and guidance from NAF portfolio managers and supporting staff to align your local programming goals with NAF's Design before the academy's launch.

## YOP Guide

Use the [YOP Guide](#), a comprehensive resource that streamlines the planning process and ensures timely completion of the Academy Design Plan. The program is self-paced and flexible to support your goals.

## YOP Roadmap

### Key Steps to Developing Your Academy Design Plan



## Frequently Asked Questions

### 1. What is the Academy Design Team?

The Academy Design Team (ADT) is responsible for designing the career academy while enrolled in the YOP program, ensuring alignment with NAF's Design elements: Academy Development & Structure, Curriculum & Instruction, Advisory Board, and Work-Based Learning. The ADT is a multi-disciplinary stakeholder team that includes:

- School and Academy Staff
- District Leaders
- Parents
- Students
- Business and Postsecondary Educator Partners

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### 2. What is the YOP Guide?

The [YOP Guide](#) is a comprehensive outline of the YOP program to support academy development. The guide identifies NAF's design elements and highlights the required strategic actions that assist the ADT in establishing a timeline to meet YOP deliverables.

### 3. What is the YOP Snapshot?

The snapshot is a self-assessment tool used to measure progress on the academy design plan and inform the action plan. The ADT uses the snapshot twice during the YOP program:

- Within the first month of YOP program to assess progress in developing an Action Plan.
- Before completing the YOP Assessment to determine academy readiness for YOP graduation.

### 4. What is the YOP Assessment?

- The assessment is ADT's final review of the academy design plan, marking the culmination of the YOP program.
- The assessment responses are used to facilitate reflection and discussion, helping to set goals and adjust the action plan for the Launch Year.

### 5. What are some YOP best practices?

- Create a shared location to upload evidence related to strategic actions.
- Establish a regular meeting cadence with your ADT and Portfolio Manager.
- Build excitement for your Academy and the YOP process.

### 6. What are NAF's annual membership requirements?

An academy in good standing meets NAF's annual membership requirements by:

- Paying membership fees.
- Completing required academy and school-level data in Quality Center with evidence collection.

### 7. What is the Quality Center?

The Quality Center is the home for NAF's annual data collection used to measure an academy's fidelity to implementing NAF's design. The data generates reports for monitoring growth and informing action plans.

### 8. Which academies participate in the Quality Center?

All fully operational NAF academies are required to submit annual academy and school-level data in ASH's Quality Center by the established deadline.

**Exception:** YOP academies bypass Quality Center completion until the Launch Year.

### 9. What is Launch Year?

Launch Year is the first full year of operation as an open NAF academy, receiving full membership benefits.

### 10. Who needs to create a NAF Account?

Academy team members who enter student and Academy data. This includes, but is not limited to: Academy Leaders, School Admin, Teachers, and District Leaders. Visit <http://naf.okta.com/>.