WBL Action Planning: Strategies for Success

Work-Based Learning Webinar

March 21, 2023

Presenters

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Academy Development

Introduce yourself in the Chat!

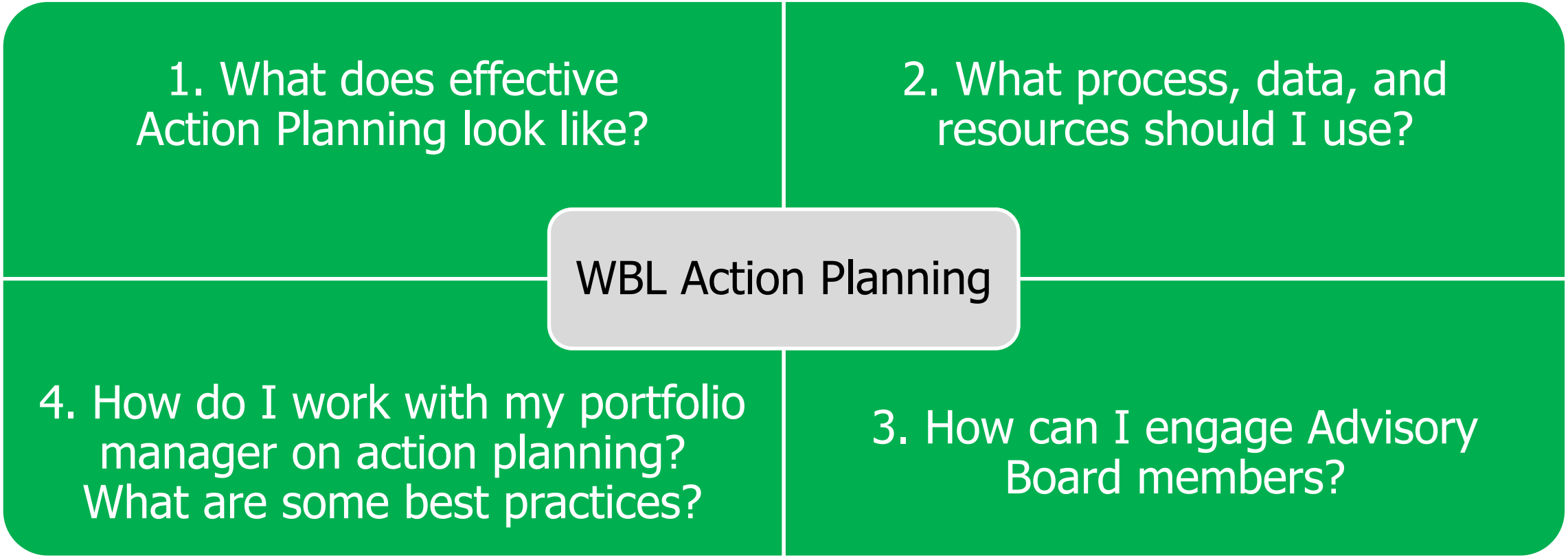
Name

Academy & Location

What’s your favorite part of Spring?

Since yesterday was the first official day of Spring 2023 ☺

Agenda for Today



WBL Pulse Poll

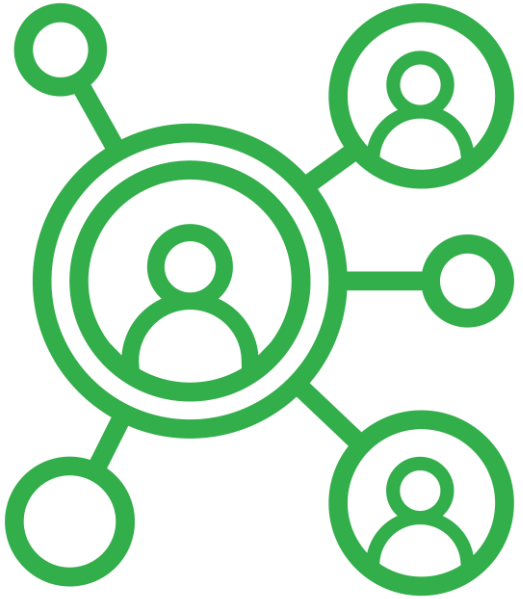
How would you describe your comfort level with WBL Action Planning?

What are NAF’s expectations when it comes to WBL?

3 Ways Work-Based Learning Impacts Students

Aspirations

Skills



Connections

NAF'S standards of quality work-based learning

Interaction	Students have ongoing interactions with professional in workplace settings through a variety of experiences.
Outcomes-Driven	Students discover careers of interest, make a plan to achieve their goals, develop professional skills and monitor their growth, and make meaningful connections with professionals.
Preparation & Reflection	Students prepare for each experience with guidance from their teacher and reflect on their experience after participation.
Classroom-Connected	Students develop career-ready skills by connecting classroom content with intentionally aligned student learning outcomes developed in collaboration with educators and partners.

WBL Criteria in Academy Assessment

4.1 Work-Based Learning Program

All academy students complete a sequence of work-based learning experiences that culminate with career preparation activities and NAFTrack Certification.

Evidence

4.1.a Describe the academy's procedure to collect and analyze student participation in work-based learning activities.

4.1.a The academy ensures that students equitably participate in the entire continuum of worked-based learning opportunities, including career awareness[13], exploration[14], and preparation[15]. The academy collects data on individual student participation in (select all that apply):

- ❑ Career awareness activities: guest speakers, worksite tours, career fairs
- ❑ Career exploration activities: informational interviews, skill workshops, resume coaching/review sessions, mentoring, job shadows, mock interviews
- ❑ Career preparation activities: internships, clinicals, apprenticeships, mentored industry projects

AND

- ❑ Analyzes student data to ensure equitable participation in the entire continuum of work-based learning opportunities.
- ❑ None of the above

Evidence

4.1.b **Evidence populated from WBL Data Collection page in ASH or AA.** Updates made in either location are reflected in both locations. Ensure upload of academy's completed 2021-22 WBL calendar.

4.1.b **Discussed during a Quality Review Visit.** The academy's work-based learning (WBL) experiences include a continuum of career awareness, exploration, and preparation activities that build in sophistication, duration, and intensity. The academy provides (select all that apply):

- ❑ Guest Speakers
- ❑ Worksite Tours
- ❑ Career Fairs
- ❑ Informational Interviews
- ❑ Job Shadows
- ❑ Resume Coaching/Review
- ❑ Mock Interviews
- ❑ Mentoring
- ❑ Mentored Industry Projects
- ❑ Clinicals
- ❑ Internships/Apprenticeships
- ❑ None of the above

4.2 Internship Completion

The academy develops and sustains a program of high-quality internship experiences for all students.

Work-Based Learning	4.2.b Internship -or- WBL Tracker	A percentage of academy's seniors from the previous school year had an internship experience that met NAFTrack Certification requirements: • 20+% required for **MODEL**** • 30+%+ required for **DISTINGUISHED**** -or- A percentage of academy's seniors from the previous school year had 2+ WBL activities* entered into NAF's WBL Tracker: • 30+% required for **MODEL*** • 40+%+ required for **DISTINGUISHED*** Note: Activities must be from 2+ WBL categories (awareness, exploration, preparation); internships count toward percentage

*New Threshold
**Updated Threshold

Starting 2023-24

What does effective WBL Action Planning look like?

Key Elements

Clear roadmap

Engages stakeholders

Rooted in data

Focus on continuous improvement

It's not just Action *Planning*...

What process, data, and resources should I use?

WBL Pulse Poll

Have you used the WBL Participation Tracker tool to capture data on your activities?

Are your students completing the Reflection Form after WBL activities?

WBL Action Planning & Implementation Process

Engage Stakeholders

- Present Advisory Board Members and Industry Partners with student interests and needs
- Use the WBL Calendar to codify WBL plans
- Understand unique stakeholder skills and connections to student learning

Identify WBL Interest and Needs

- Survey Student Interest
- Analyze WBL Data
- Identify WBL Gaps
- Understand WBL approach in aspirations, skills, and connections

Plan and Deliver WBL

- Finalize plans for WBL engagement through use of various NAF resources and tools
- Identify specific learning outcomes
- Identify tracking, impact, and reflection approaches to given engagement

Reflect and Codify Learning

- Record student reflections on the experience
- Survey stakeholders for their perspective of the experience
- Analyze learnings for future planning
- Use learnings in Academy action planning
- Record experience as evidence of WBL for the Academy Assessment and continuous improvement cycle

Data Sources for WBL Action Planning

- WBL Participation Tracker
- WBL Reflection Form

Impact Reports

- Annual NAF Student Survey
- Skills Feedback tool
- Internship Assessment – *redesigned version coming soon*

WBL Participation Tracker Data

- Total activities (overall, by continuum phase)
- Total # of hours
- # without students (reminder to add them!)
- Average # of hours/student
- Activity information – by location, types, month, theme/career cluster and geographic location

- Total # of students and hours
- Average # of hours/student
- % of students who participated in 1 or more activity (also shown by continuum phase)
- Activity information – location & types
- Student information – gender, ethnicity, graduation year, # of students/month, theme/career cluster and geographic location

- Each student in your academy is listed

WBL Reflection Form Data

STATS

- » 1 academy
- » 25 total students selected
- » 0 students you selected
- » 4 students filled in the Reflection Form

» More Data

FILES

UPLOAD FILES

No files attached

ACTIONS

Copy

EMPLOYER SKILLS FEEDBACK

Survey
QR Code

REFLECTION RESULTS

Excel
PowerPoint (Coming Soon)

WBL Reflection Form Overview (Coming Soon)

How did the students respond to the activities through our Reflection Form.(Coming Soon)

VIEW

WBL Plan and Calendar Template

- Helps you create a detailed WBL plan
- Accounts for planning across the continuum
- Starting place to identify resources for all stakeholders

College and Career Readiness 3.2.a: The academy intentionally builds students' college knowledge by h
college options, visit college campuses, and navigate issues such as testing, applications, and financial a
participation in Advanced Placement (AP), Cambridge, or International Baccalaureate (IB) courses and

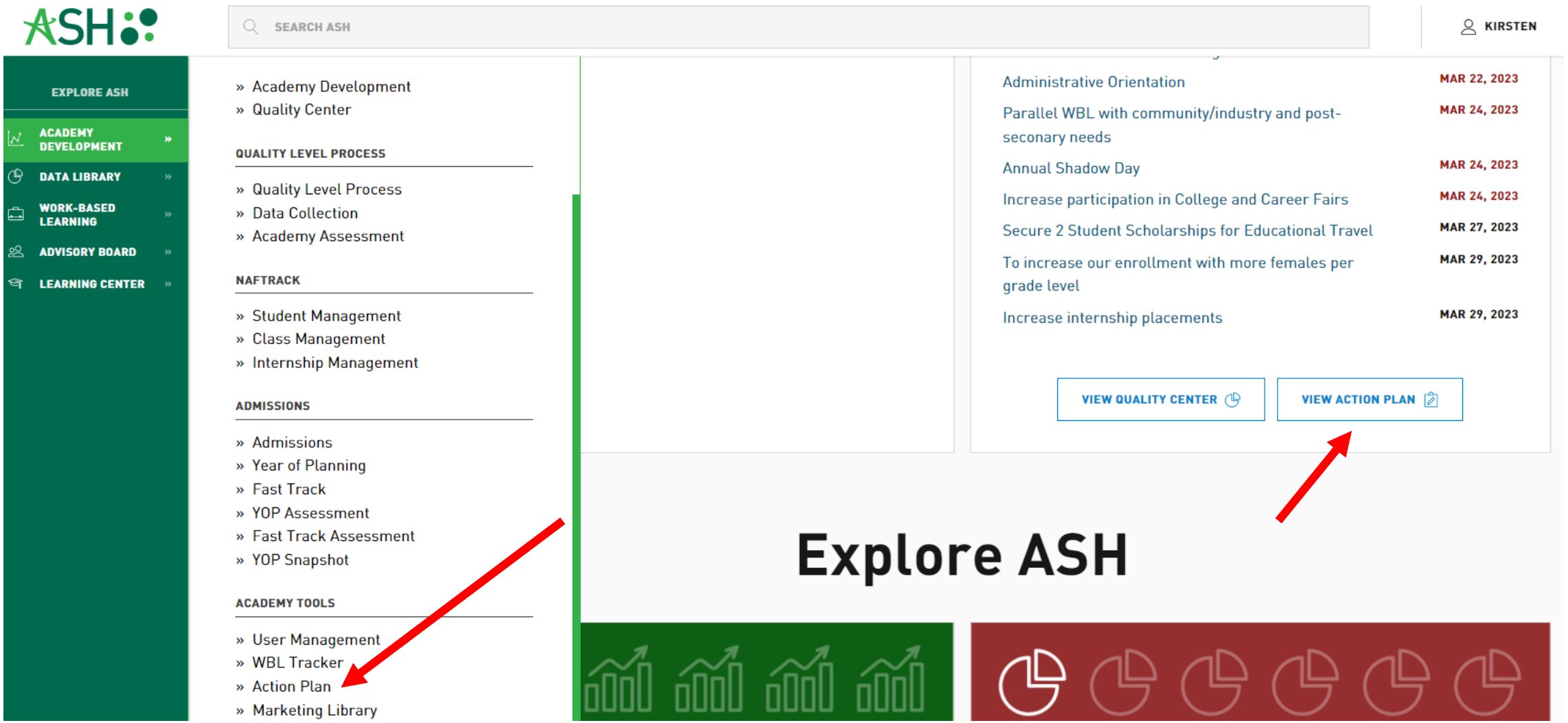
Work-Based Learning Program 4.1a: A work-based learning program is provided for all academy studen

Record all the work-based learning and college and career readiness experiences that academy students complete at each grade level. Shaded boxes indicate phases that are not recommended at that grade level.

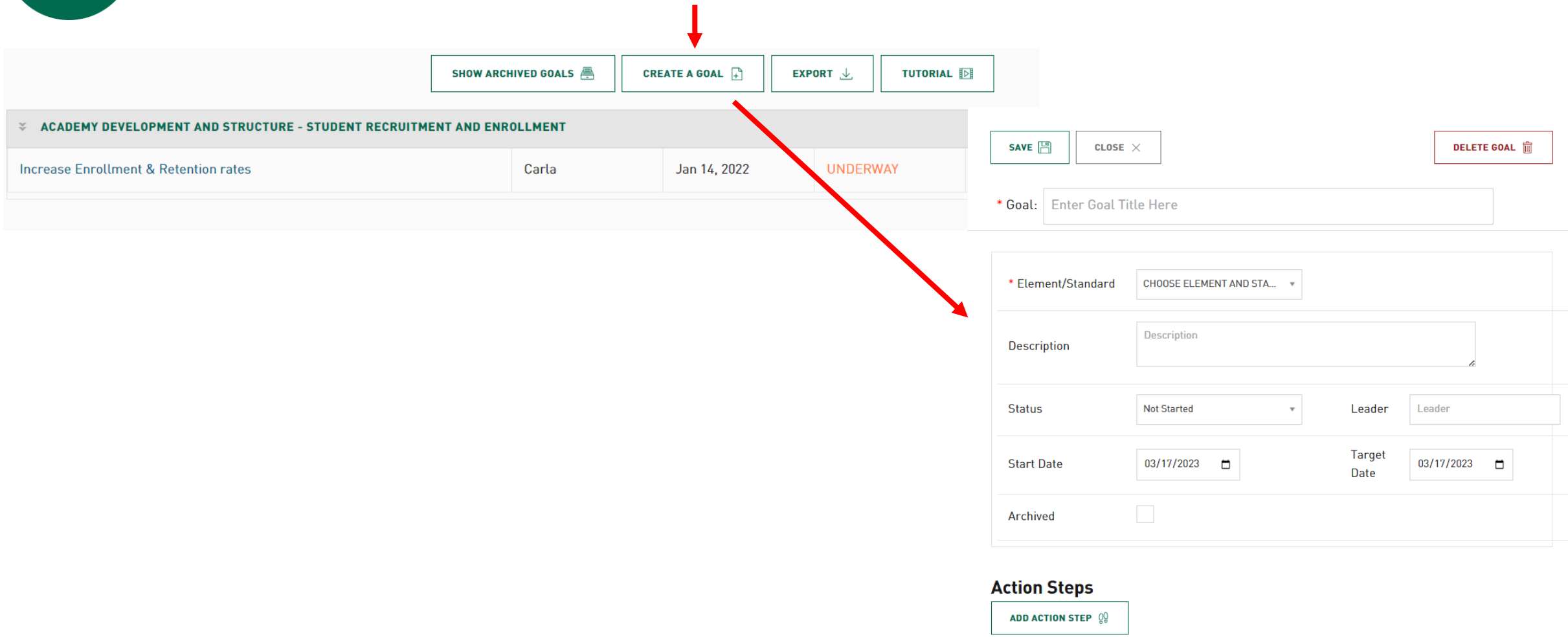
Align
1. Pro
2. Stu
3. Ass

Work-Based Learning Continuum				College and Career Readiness		
Grade Level	Career Awareness	Career Exploration	Career Preparation	Career Readiness	College Readiness	S
9						
10						
11						

Academy Action Plan Tool



Academy Action Plan Tool



Assessing Your 2022-23 Plan

- Projected events vs. actual?
- Wins and lessons learned/opportunities for growth?
- What does your data tell you?
    - Activities across the WBL continuum
    - Activities by grade year
    - Equity
    - Student perspectives

Planning for 2023-24

- Take what you identified during your assessment of 2022-23 and map those items first
- Think about ways to upgrade some existing activities and potential new events to add
- Do you have any new AB members or partners? What event(s) might they be able to help plan
- After you've mapped all the above, look at balance of activities across the WBL continuum and grade years

Tech tools to use for planning – many options!

- Google docs
- Google slides
- PowerPoint
- Spreadsheet(s)

How can I engage Advisory Board members?

Advisory Boards Support

ADVISORY BOARD

1

Coordinate & Secure

- WBL events and activities

2

Connections

- Members make introductions and share about academy

3

Strategic Planning

- Set annual goals and support academy plans

4

Resources

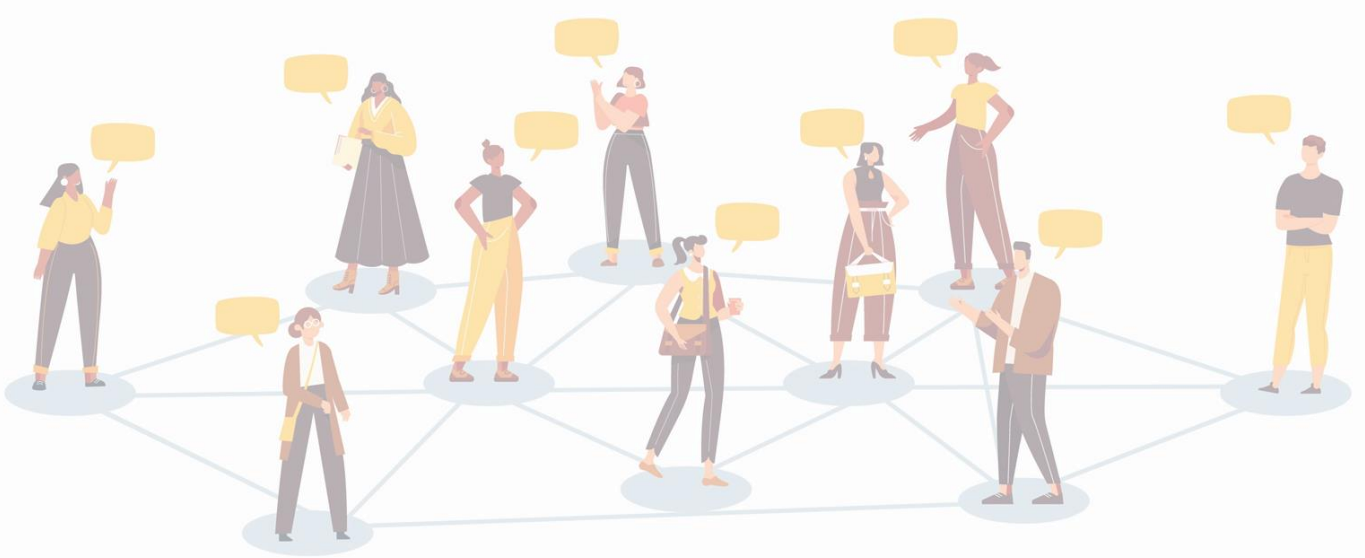
- Funding for events/food
- Paid internships
- Event Space

ADVISORY BOARD

Action Planning – Advisory Board Input

Employer partners can be a great resource for engaging WBL! The Advisory Board should help with event planning and connections

- Ask for Advisory Board Input on yearly plans
- Ask members to attend planned WBL events
- Can members or connections host an event
- Is there a need for new board members from a certain sector



PLANNING

Most boards plan for the School Year during a Summer retreat or early Fall meeting

ADVISORY BOARD

Engagement Examples

- Advisory Board members: serve as mentors on student projects or judges for a competition
- **Local company** hosts a group of students for a tour and time to interact with employees
- A small group of students **job-shadow** a professional in their field of interest
- **Business professionals** lead an event focused on mock-interviewing for juniors and seniors

How do I work with my portfolio manager on WBL action planning?

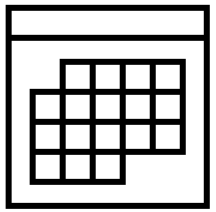
What are some best practices?

Portfolio Manager Perspective

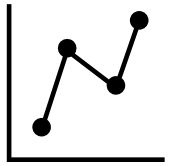
Jessica D. Williams

Assistant Director, Academy Development

Next Steps



Schedule a meeting with your Portfolio Manager for overall Action Planning (including WBL)



Identify and pull together WBL data

Connect with Advisory Board members to coordinate reflection on 2022-23 WBL and planning for 2023-24

Questions