**Fast Track Graduation Meeting: [Insert Academy Name]**

**Date:** Click to Insert Date| Insert Time

***Suggested Attendees:*** *Principal, Assistant Principal, Academy Director, District Representative, Advisory Board Member, Career Teacher, Core Teacher, NAF Portfolio Manager, & NAF Staff*

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| **Agenda** |
| 3min. | **Welcome & Agenda Review*** Introductions & Reflections
* NAF Design Overview
* Academy Quality Process: Fast Track Assessment Review
* Next Steps
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| 10min. | **Introductions*** Name and Role

**Reflections:*** Clarify your vision for the pathway.
* What specific objectives does the district aim to achieve through this partnership?
* Reflect on a highlight or challenge you experienced during the Fast Track process and how you resolved it.
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| 2min. | **NAF Design Overview** * NAF Design elements and essential practices.
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| 45min. | **Academy Quality Process: Review Fast Track Assessment Results –** [**Live in ASH**](https://ash.naf.org/public/quality-center.assessment/select-assessment)* Members of the Academy Design Team discuss the evidence for each NAF standard, describe academy practices, and identify areas for improvement to receive associated support and resources.
* PM identifies strategic actions requiring clarification before finalizing the score.

*Note: A final score of 15 or above confirms eligibility to join the academy network.* |
| 15min. | **Next Steps** * Celebrate! Consider planning an official academy launch event:
* Banner hanging ceremony or ribbon cutting
* Host a new student orientation before school starts
* Prepare a press release to announce the academy opening
* Schedule strategic planning meeting for the academy team:
	+ Use graduation recommendations to update and operationalize the academy design plan
	+ Identify growth areas and update your Action Plan with goals and strategic actions
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Notes – Ideas – Action Items

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