**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** | |
| 3 min. | **Welcome & Agenda Review**   * Introductions & Reflections * NAF Design Overview * Academy Quality Process: Fast Track Assessment Review * Next Steps | |
| 10 min. | **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. | |
| 2 min. | **NAF Design Overview**   * NAF Design elements and essential practices. | |
| 45 min. | **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.* | |
| 15 min. | **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 | |

Notes – Ideas – Action Items

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