Year of Planning



Academy Development Overview

NAF's Year of Planning (YOP) offers direct support to high schools developing a NAF academy. NAF portfolio managers and supporting staff provide guided technical assistance to align local programming goals with NAF's design before an academy opens in the launch year.

Note: The YOP program is self-paced and flexible. Adjust pacing as needed.

Team Building & Leadership

The first step in building a NAF academy is recruiting members of the Academy Design Team (ADT). This cross-functional team creates the academy structure and culture by developing and executing an **Academy Design Plan**. The ADT establishes the foundation for developing a career academy and outlines the vision, mission, and goals.

Academy Design Plan

The <u>YOP Guide</u> is a comprehensive outline of the YOP program to support academy development. The guide identifies the required strategic actions that assist the ADT in establishing a timeline to meet YOP deliverables and the development of an **Academy Design Plan**. Guiding questions lead discussion and research to create action steps for building the academy framework. The ADT collects evidence to document the monthly outcomes after accomplishing each **Academy Design Plan** goal.

Launch Year

Launch Year is the first year as an operational academy after completing YOP. The academy joins NAF's network with full membership status.

NAF Design	
Element 1: Academy Development & Structure	Element 2: Advisory Board
Standards of practice: • Recruitment & Enrollment • Personalization • Data Collection & Review • Leadership • Professional Learning	Standards of practice: • Membership & Operations • Support for Learning • Support for Sustainability
Element 3: Curriculum & Instruction	Element 4: Work-Based Learning
Standards of practice: • Academy Coursework & Authentic Project Learning • College & Career Readiness	Standards of practice: • Work-Based Learning Plan • Participation & Equity

Year of Planning



Academy Design Plan Pacing Guide

Click the chevron to access the online YOP Guide. Adjust pacing as needed.

Month

- Recruit Academy Design Team (ADT).
- Complete YOP Snapshot 1* to develop Action Plan.

Month

• Develop a career-themed program of study that includes advanced academic and early college options.

Month 3 • Develop open, choice-based student recruitment plan.

Month 4-5

- Develop a continuous improvement plan to evaluate learner data and monitor learner achievement.
- Complete YOP Snapshot 2* and update the Action Plan goals.

Month 5-6 • Develop an employer engagement plan that includes advisory board recruitment materials.

Month 6-7 • Develop a work-based learning plan for all academy grades with advisory board participation.

Month

- Develop a college and career readiness plan.
- Develop a career-themed integration plan using authentic project learning experiences.

Month 8-9

- Schedule a YOP graduation readiness meeting with portfolio manager and calendar graduation meeting.
- Complete YOP Assessment* for a provisional score including evidence upload.

Month 9-10

- Coordinate a new student orientation open-house before school starts.
- Prepare a press release to announce the opening and organize Launch Year celebrations at the start of school.