

NAZ High School Expanded Learning (ExL) Solution Plan

Goal: NAZ scholars will graduate high school with the belief, knowledge, capacity and experience that leads to their optimal post-secondary choice for success.

Terms in this Document:

- **Anchor ExL Partners** are Expanded Learning (ExL) programs that have agreed to partner with NAZ and have signed an anchor partner ROI
- **Implementation Team** is the comprised of leadership from Anchor ExL Partners, along with other individuals with experiences and expertise in expanded learning programing for adolescents and youth development. The team meets regularly throughout the year.
- **Action Areas:** NAZ has several Action Areas, each with its own Action Team that serves specified needs for scholars and families in the Zone. Current Action Areas include: Academic Navigation, Behavioral Health, Career & Finance, College Success, Early Childhood, Effective Schools, Expanded Learning (ExL) K-8, Family Academy, Family Engagement, Housing, and High School Expanded Learning (ExL).
- **Academic Credit Recovery** refers to programs that allow students to complete high school course credits, usually in an accelerated format, to help make progress toward high school graduation.
- **Internships** refer to work and community-based placements where Scholars have opportunities to gain work experience. The Implementation Team expects that internship sites and experiences for NAZ Scholars will vary in length and payment options, but that all sites will provide Scholars with opportunities to develop professional skills.
- **NAZ Connect** is a computer-based shared data system where partners and NAZ staff can enter and review Scholar data and communicate regarding Scholar needs and supports.

[1] Organization Commitment: Active Collaboration & NAZ Values

Organization-wide activities that build the collaborative process and embed the core NAZ values across the effort, including NAZ families, staff, and partners.

	Essential Active Ingredient	Necessary Conditions	Frequency (Dosage)
1	<p>NAZ Partner embeds NAZ values organization-wide as key drivers to build a culture of achievement Zone-wide, including by:</p> <ul style="list-style-type: none"> • Posting NAZ Values in prominent public locations for staff, • Including Values in staff meetings and other organizational use, and • Contributing to the implementation of a developing operating plan designed to intentionally embed values across the 	<ul style="list-style-type: none"> • Values are available for posting, distributing, and publishing. • Operating plan concepts are developed for input and contributions. • NAZ staff available for dialogue about embedding values 	Ongoing

	collaboration.		
2	<p>NAZ Partner participates in ongoing educational opportunities, with the intention of core 'NAZ Way' concepts reaching staff who work with NAZ families, related to the following key NAZ values:</p> <ul style="list-style-type: none"> ● Breaking the belief gap, ● Families as Leaders & Organizations as Partners to Families, ● Using Data to Drive Progress (results-based accountability), and ● Embedding cultural responsiveness within our work with families and scholars. 	<ul style="list-style-type: none"> ● NAZ develops and offers educational opportunities in a manner that works for partners (such as through existing Action Team meetings) ● Programs recruit culturally competent staff who reflect the diversity of scholars served 	Ongoing
3	<p>NAZ Partner ensures that lead staff attend the following collaborative gatherings:</p> <ul style="list-style-type: none"> ● NAZ-wide collaborative meetings ● Implementation Team meetings 	<ul style="list-style-type: none"> ● NAZ holds and publicizes meetings in a timely manner. 	<p><i>NAZ-wide meetings:</i> 2 times/year</p> <p><i>Implementation Team meetings:</i> Minimum of 4 times/year</p>
4	As specified in NAZ Collaborative Partner Memorandum of Understanding, hires staff members who are interested in and committed to positive interactions with families, and demonstrate a commitment to a culture of achievement.	<ul style="list-style-type: none"> ● Position Posting language and hiring practices explicitly assess commitment to positive interactions and a culture of achievement. 	On hire
5	Program services are provided in line with NAZ values to promote a context that is positive, respectful, engaging, and fosters a culture of achievement.	<ul style="list-style-type: none"> ● Hiring practices specify and select for staff who demonstrate respect. ● Scheduling of program services provides opportunities for social interaction. ● Professional development for staff continuously emphasizes respectful, engaging, and positive services. 	Each program day
6	Program services are fully aligned with and reflect continuous participation in NAZ data collection, progress monitoring, coordination, review, and program improvement processes.	<ul style="list-style-type: none"> ● Maintain regular data entry in NAZ Connect ● Coordinate with NAZ Academic Navigators and other program staff. 	Each program day

[2] Network of Programs

Develop and maintain a coordinated network of Expanded Learning programs for High School Scholars in the Zone that ensures all Zone Scholars have access to coordinated services supporting their progress toward graduation.

	Essential Active Ingredient	Necessary Conditions	Frequency (Dosage)
1	<p>Anchor ExL Partners meet regularly as part of Implementation Team involvement in order to</p> <ul style="list-style-type: none"> ● Discuss ongoing partnership across programs and continue to look for additional partnership opportunities ● Identify gaps and overlaps in programming to ensure all scholars are connected with programming opportunities that meet their needs. ● Use scholar and program data to examine outcomes and project success 	<ul style="list-style-type: none"> ● Monthly Implementation Team meetings are hosted and facilitated by NAZ and Team Leads ● NAZ Anchor Expanded Learning programs are incorporated into the planning and coordination of the Local College Access Networks in partner schools in the Zone [North and Henry] ● NAZ and the Implementation team ensure maintenance of NAZ Connect Opportunity Network 	Monthly
2	<p>As a network, Anchor ExL Partners engage in a coordinated recruitment process that</p> <ul style="list-style-type: none"> ● Identifies specific scholar/family needs for expanded learning opportunities ● Connects scholars to programs based on the fit between program offerings and their needs. ● Actively recruits rising 9th Grade scholars ● Involves a coordinated recruitment push twice a year 	<ul style="list-style-type: none"> ● Anchor ExL Partners have access to and are trained to use NAZ Connect ● Connectors work on Education and College Success Goal Plans with families for high school-aged scholars and connect scholars to Anchor ExL Partners ● Anchor ExL Partners encourage participants to enroll as NAZ scholars 	Recruitment pushes occur at a minimum 2 times a year
3	<p>Anchor ExL Partners coordinate with graduation credit recovery programs to connect scholars with credit recovery options that meet their needs.</p>	<ul style="list-style-type: none"> ● Anchor ExL Partners set academic expectations as part of scholar’s participation. ● Anchor ExL Partners document in NAZ Connect when scholars need credit recovery services and will use NAZ Connect to track scholars’ progress in credit recovery. ● Anchor ExL Partners/Credit recovery staff hold weekly check-ins with scholars about academic progress. ● Anchor ExL Partners/Credit recovery staff schedule study hall time for scholars to work 	Weekly for check-ins and study halls.

		<ul style="list-style-type: none"> on academics. ● NAZ provides support in establishing a connection process for scholars identified in need of academic credit recovery ● Anchor Program staff receive training on identifying critical assessment information and available resources with which to connect scholars in need of academic credit recovery ● At Implementation Team Meetings NAZ, provides Anchor ExL Partners with information on academic credit recovery services available to scholars. 	
4	Anchor ExL Partners that do not actively offer college preparation services will partner with established college-preparation academic (i.e. ACT preparation) services to connect scholars with options that meet their needs.	<ul style="list-style-type: none"> ● At Implementation Team Meetings NAZ and programs share information on ACT preparation services available to scholars. ● ExL Programs provide scholars with information on college preparation options. <ul style="list-style-type: none"> ○ e.g.: College exams, college application, college essays ● ExL Programs monitor scholars' participation/attendance in college preparation courses. ● Anchor Program staff receive training from NAZ on identifying critical assessment information and available resources with which to connect scholars in need of college preparation services 	Scholar data are reviewed at a minimum twice a year to initiate connection process
5	<p>Anchor ExL Partners regularly exchange data with partner schools on scholar progress in school and in programming</p> <ul style="list-style-type: none"> ● Anchor ExL Partners receive and use data on <ul style="list-style-type: none"> ○ Progress toward graduation <ul style="list-style-type: none"> ▪ attendance ▪ grades ▪ completed credits ○ Progress toward post-secondary outcomes (HS graduation, college entrance, financial aid, scholarships) <p>to promote scholars' progress toward academic success and graduation</p>	<ul style="list-style-type: none"> ● NAZ ROI waiver is signed. ● Minneapolis Public School ROI is signed ● Community Partner Portal System ROI is signed ● Programs embed data sharing paperwork ● Program partners have sufficient training in NAZ Connect ● Programs and schools exchange data via NAZ Connect ● Anchor ExL Partners review specified data for scholars as they enter the program ● Anchor ExL Partner staff receive training on meeting with scholars to discuss data and progress toward academic checkpoints, such as credits and progress toward graduation 	<p>Scholar data are reviewed at a minimum once a month to initiate connection process</p> <p>Programs engage in quarterly performance measure reviews of program level data</p> <p>Data are entered into NAZ Connect on an ongoing basis</p>
6	Programs promote and facilitate scholars' participation in internships so that each scholar participates in at least one internship while in high school.	<ul style="list-style-type: none"> ● NAZ provides programs with information on available internship opportunities within the NAZ network ● Implementation Team leadership partners with NAZ staff to connect ExL programs with businesses and institutes of higher education offering internships 	At the start of each school term/monthly

	<ul style="list-style-type: none"> ● Programs work with internship placement programs and sites to coordinate a sufficient number of placements to include all NAZ scholars participating in ExL programming ● NAZ Connect has fields for documenting internship experiences including <ul style="list-style-type: none"> ○ Location ○ Duration ○ Attendance ● Scholars complete pre-internship training through NAZ or Anchor Program participation 	
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[3] PROGRAM STRUCTURE AND CONTENT/CURRICULUM

Anchor ExL Partners offer a specific range of services and tailor curriculum and program experiences to develop effective skills, habits, attitudes, relationship and personal characteristics that promote persistence and completion of education.

	Essential Active Ingredient	Necessary Conditions	Frequency (Dosage)
1	<p>Programs incorporate Measure of Human Achievement (MHA) building blocks into programming documents and curricula, as specified by NAZ curriculum guidelines, including emphasis on</p> <ul style="list-style-type: none"> ● Personal mindset ● Planning for success ● Social Awareness ● Verbal Communication ● Collaboration ● Problem solving 	<ul style="list-style-type: none"> ● NAZ and HS ExL Implementation Team coordinate to build the capacity of NAZ and Anchor ExL Partners to provide training in MHA labs ● Anchor ExL Anchor staff receiving training on MHA building blocks ● NAZ furnishes programs with ExL MHA Labs curriculum guidelines ● NAZ Connect has fields for entering Scholar assessment data on each MHA building block 	<p>Training events occur annually</p>
2	<p>Program staff engage scholars in an assessment process evaluating each scholar’s performance on the 6 MHA Labs building blocks that includes a self-assessment component</p>	<ul style="list-style-type: none"> ● Programs receive training on conducting assessment and facilitating scholar self-assessment ● NAZ Connect has fields for entering Scholar assessment data on each MHA building block Programs share MHA assessment information with participating scholars 	<p>Each scholar participates in assessment at least once a year</p>

		<ul style="list-style-type: none"> ● Programs facilitate scholars' self-assessment 	
3	As network, Anchor ExL Partners intentionally include youth within the Implementation Team to advocate for scholars participating in ExL programming and set goals for and provide feedback on programming	<ul style="list-style-type: none"> ● Anchor ExL Partners recruit, prepare, and support 1-2 scholars to participate in the Implementation Team. ● NAZ prepares recruited scholars to prepare in the Implementation Team through informational session about what NAZ is ● Youth Board Members participate in Implementation Team meetings 	Monthly
4	Anchor ExL Partners systematically identify and address barriers to scholars' participation in ExL programming	<ul style="list-style-type: none"> ● NAZ Staff, schools, and ExL programs survey Zone families on <ul style="list-style-type: none"> ○ Extent of their ExL program participation ○ Reasons for nonparticipation (e.g. lack of awareness of program offerings, engagement in non-anchor programs, availability of program opportunities) ● Connector checklist includes questions related to ExL program participation and reasons for non-participation ● NAZ shares information from checklists with High School ExL Implementation Team ● Programs work with NAZ to coordinate transportation for scholars to and from programming 	Ongoing Zone survey is conducted every 3 years
5	For programs whose mission is to provide college preparation services, a comprehensive array of college preparation services is provided.	<ul style="list-style-type: none"> ● Services include preparation for college exams, completing college application, assisting with development of college essays, financing post-secondary education, applying for financial aid, etc. 	Ongoing
6	Anchor ExL Partners review information provided by the NAZ College Success Action Team on technology skills scholars need to develop to succeed in college.	<ul style="list-style-type: none"> ● College Success Action Team develops a list of "college readiness" technology skills annually ● NAZ shares these skills at a HS ExL Implementation Team meeting and engages programs in discussion about integrating opportunities for technology skill development into program time 	Annually

7	Anchor ExL Partners support scholars in developing their electronic portfolios with work samples from their HS ExL program activities.	<ul style="list-style-type: none"> • Scholars have electronic portfolios (e.g. My Life Plan) • Anchor ExL Partner staff receive training on accessing and entering information into electronic portfolios • NAZ College Success Action Team provides Anchor ExL Partners with samples of electronic portfolios used in the college admissions process • As part of developing electronic portfolios, NAZ Scholars initiate their College-Level Scholar Achievement plan, between January of their senior year and the August before they start post-secondary education • Program Staff working with scholars receive training in accessing and using My Life Plan 	Scholars update their portfolios at least once a month. Anchor partners receive information on college admissions processes annually.
8	Anchor ExL Partner staff support and engage scholar sin scholar achievement planning, including <ul style="list-style-type: none"> • Learning time • Proficiency • Team (identifying three caring adults involved in the scholar’s success) • Spark • Voice 	<ul style="list-style-type: none"> • Partner staff receive training in the components • Accessing and entering the data into NAZ Connect • NAZ and Anchor ExL Partners develop a process for regularly uploading relevant data Anchor ExL Partners collect into NAZ Connect 	Ongoing

[4] Continuous Quality Improvement

	Essential Active Ingredient	Necessary Conditions	Frequency (Dosage)
1	Program staff regularly collect and review data on program characteristics and scholar and family experiences including: <ul style="list-style-type: none"> • The program environment • Scholars’ engagement in the program • Interactions between scholars and staffO 	<ul style="list-style-type: none"> • Anchor ExL Partners actively engage in the Results NAZ process • NAZ provides Anchor ExL Partner leaders and staff with recommended evaluation format and data collection process 	Anchor partners participate in evaluation and self-reflection once a year.

		<ul style="list-style-type: none"> • Program leaders and staff receive training to support data collection and evaluation • The evaluation includes data from the users of the program 	
2	<p>Anchor ExL Partners participate in a regular assessment process that includes reviewing data on</p> <ul style="list-style-type: none"> • Scholar outcomes (including enrollment, retention, and outcomes) • Fidelity of implementing the solution plan • Scholar and family experiences in the program • Conversation with program leadership 	<ul style="list-style-type: none"> • NAZ organizes regular meetings to present group data on scholar participation and progress in identified areas 	Programs review scholar data quarterly.

[5] COMMUNICATION, COORDINATION, & ALIGNMENT

	Essential Active Ingredient	Necessary Conditions	Frequency (Dosage)
1	Ongoing communication between NAZ and agency staff to ensure best possible service to families	<ul style="list-style-type: none"> • NAZ provides training for ExL program staff highlighting the roles of relevant NAZ staff, and other NAZ partners who can connect scholars with additional academic or whole family supports. • ExL and NAZ program staff use NAZ Connect to document successes and challenges. • ExL program staff communicate with NAZ program staff about Scholar needs 	Minimum of monthly, with a higher frequency as needed.
2	Ongoing coordination with other NAZ Action Areas	<ul style="list-style-type: none"> • NAZ Connectors maintain knowledge of available HS expanded learning opportunities and connect families with available opportunities with Anchor ExL programs. 	Minimum of annually, with a higher frequency as needed
3	Ongoing coordination with Scholar Achievement planning	<ul style="list-style-type: none"> • NAZ Connect provides space for entering information on scholars' participation and progress with HS expanded learning programs • Anchor ExL program staff maintain scholar information regarding expanded learning participation in NAZ Connect 	Minimum of annually, with a higher frequency as needed

		<ul style="list-style-type: none">• NAZ staff, including Connectors and Academic Navigators review information on scholars' expanded learning interests and participation in NAZ Connect	
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