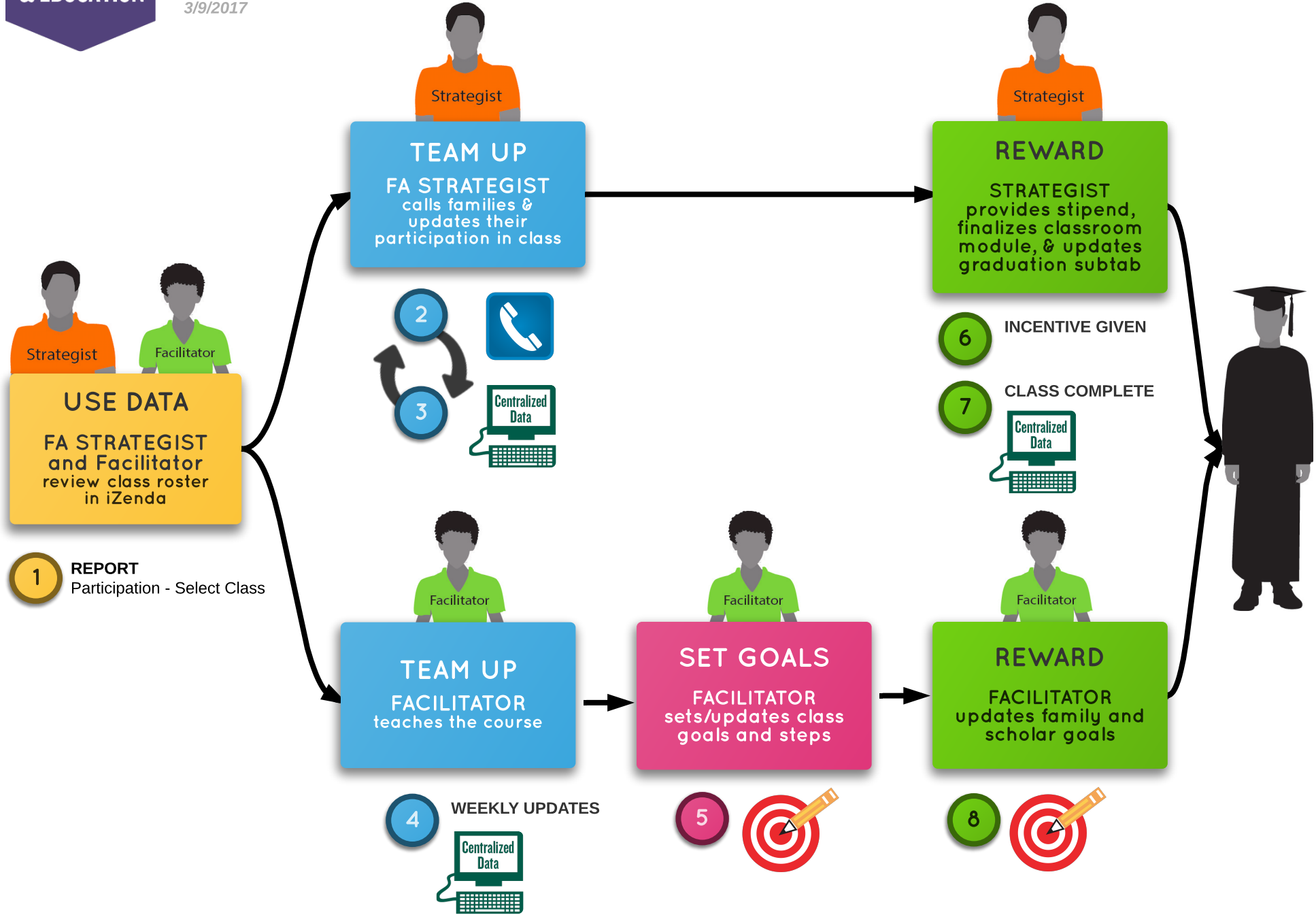


# Family Academy Participation Pathway

3/9/2017



- 1 IZENDA REPORT: PARTICIPATION - Select Class**  
Review roster using this report
- 2 WEEKLY REMINDER PHONE CALLS**  
Call family at least two days before. Set up transportation as needed.
- 3 NAZ CONNECT STEPS**
  - Log calls and enter notes
  - Update FA Participation subtab
- 4 NAZ CONNECT STEPS**
  - Log attendance
  - Enter notes
- 5 GOAL & GOAL STEPS**
  - Set and update class goals and steps
- 6 INCENTIVE GIVEN**
  - Add resource for reading incentives and RTS Parent Toolkit
- 7 CLASS COMPLETION**
  - Finalize classroom module in NAZ Connect
  - Update FA Graduation subtab in adult record
- 8 CLASS COMPLETION**
  - Update goals and steps