KEYS 2 ACHIEVE LOGISTICS

Keys 2 Achieve is a tool designed to engage scholars directly in their own Achievement Planning. All Coaches teach adult participants to engage their own scholars using the tool. Coaches who are co-located in a school use Keys 2 Achieve directly with some of the scholars on their roster.

STRUCTURE
- Intro meetings
- Healthy Habits
- Goal Setting
- Progress Monitoring chart
- Elementary, Middle, and High School versions

LOGISTICS
- Coaches will achievement plan with 5-10 scholars on their roster, per session
- Coaches will select high scholar risk scholars (scores, attendance, behavior)
- Coaches will send teacher communication to each identify weekly meeting schedule with scholar (use Teacher Communication Template)
- Coaches are expected to schedule a regular, weekly coaching session with each scholar
- Coaches will meet with scholars for 15-30min each session

TARGET

<table>
<thead>
<tr>
<th>Session 1 (Oct 1 - Jan 20)</th>
<th>Session 2 (Feb 1 - May 20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>● Ascension: 15-30 Scholars</td>
<td>● Ascension: 15-30 Scholars</td>
</tr>
<tr>
<td>● KIPP Legacy: 5-10 scholars</td>
<td>● KIPP Legacy: 5-10 scholars</td>
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<tr>
<td>● KIPP Northstar: 10-20 scholars</td>
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<tr>
<td>● Mastery: 15-30 scholars</td>
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<td>● NSJ: 15-30 scholars</td>
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<td>● Henry: 10-20 scholars</td>
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</tbody>
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NAZ CONNECT DATA

- Consult with school social workers (or designated staff) to identify scholars with high risk factors
- Mastery, Ascension, and KIPP can review the K8-Screening MAP report in iZenda to identify scholar assessment results to select high risk scholars
- Enter notes and log activity for all contacts regarding contact with scholar
- If you are unable to meet with scholar during the set time, note the reason why in NAZ Connect
- Update scholar and parent ROIs as needed