



Out of School Time Enrollment Pathway

4/18/17



USE DATA
FAMILY COACH identifies eligible scholars

- 1 REPORT
High Priority Roster

2 RECRUITMENT

3

4

SET GOALS
FAMILY COACH explains OST options



5 REGISTER
UPDATE SUBTABS

6 MARK ATTENDANCE

7 SUPPORT ACADEMIC SUCCESS

TEAM UP
PARTNERS register families & engage scholars in academic success programs



RECOGNIZE
SCHOLAR completes OST programming



- 1 **REPORT: High Priority Roster**
This iZenda report shows a scholar's age, school enrollment & OST placement status
- 2 **RECRUITMENT (PARTNER PORTAL)**
Summary / Script / Date & Time / Place
- 3 **ADD GOALS & GOAL STEPS**
Choose: "Increase this child's learning time"
- 4 **SEND CONNECTION**
 - UPLOAD documents (ie. IEP)
 - Update ROI for scholar
 - Send CONNECTION to SELECTED PARTNER for each scholar
 - Update ROI for head of household
- 5 **REGISTER SCHOLAR**
 - Accept the Connection.
 - Enter each participant into the Classroom module.
 - Update Placement subtab
 - Update Team subtab
- 6 **ATTENDANCE**
ENTER attendance daily
- 7 **ACADEMIC SUCCESS**
 - [GOALS TO ACTION Framework](#)
 - [PARTICIPATION SUPPORT](#)
- 8 **SUPPORT SCHOLAR TRANSITION**
 - Set transition goal
 - Update ROI
 - Make connection
 - Ping Family Achievement Coach
 - Update OST subtab
 - Update team subtab