



2017-2018 Naviance Implementation Steering Committee

Purpose:

To implement with fidelity, clarity, awareness, and support *Naviance Family Connection* as a districtwide Postsecondary Workforce Readiness (PWR) tool. To implement in a way that District 11 counselors, administrators, and staff may utilize its resources to benefit students with their ICAP completion and engage families in being aware of this resource.

Four (4) Core Tenets of this Committee:

1. Increase the accessibility of Naviance to students, families, and staff
2. Communicate the resources and benefits of Naviance to strengthen District 11's Postsecondary Workforce Readiness (PWR) culture
3. Provide further structure and support as students' transition from middle school to high school and high school to postsecondary opportunities.
4. Be data-driven in our decisions to help guide and supports students toward their future

Naviance Steering Committee Meetings:

1. Held five (5) times during the school year between October-April
2. Meetings:
 - a. Thursday, October 12
 - b. Thursday, November 9
 - c. Thursday, January 11
 - d. Thursday, February 8
 - e. Thursday, April 12
3. Meetings are 45 minutes in length
 - a. First 35 minutes is business of the committee
 - b. Last 10 minutes is questions/agenda items/review of assignments
 - c. Meetings will be held from 7:30 a.m.-8:15 a.m.
4. Meetings will be held at the Tesla Professional Development Building.

Naviance Steering Committee: Open Meetings

Individuals interested in joining the Steering Committee will have the opportunity to express their interest in joining from August 1 until October 5. The first meeting of the committee will take place on Thursday, October 12. District 11 staff will receive a notification on the District 11 website if they are interested in joining. Middle school and high school principals will be informed about the committee in an e-mail, and a notification of interest will be on each middle schools' and high schools' website during the August-October window. Guests are welcome to attend...

Naviance Steering Committee Structure:

Individuals will receive specific invitation to participate in the Naviance Steering Committee. It will have a standing committee of about 15-20 members. Guests may be invited to bring specific knowledge, share insights, and contribute in the meeting. Guests are always welcome; however, most guest will be on an invitation basis.

- 15-20 standing members
 - An executive director
 - D11 High School and Middle School Administrative Representative
 - D11 PWR Counselor
 - D11 IT Representative
 - D11 High School Registrar
 - D11 School Counselors (5-10 Representatives Middle & High School)
 - D11 High School Teachers (1-2)
 - D11 Middle School Teachers (1-2)
 - D11 Parent/Guardian Representative (Middle & High School)
 - D11 Student Representatives (Middle & High School)

Committee Member Responsibilities:

1. Communicate regularly to stakeholders about Naviance Implementation throughout the year
2. Direct others to know about Naviance, its implementation, and how it can help students in D11
3. Lead collaborative efforts with those in your stewardship to fulfill committee objectives

Naviance Steering Committee Norms:

1. How students benefit is the first priority
2. Committee members are expected to engage and take notes in an online collaborative forum
3. We are initiatives-based, solution-oriented, and collaborative in our decision-making.

Contact:

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