## LTW WORK PLAN - SY 2023/24

## [INSERT SCHOOL NAME]

[INSERT DBN] \*\* Transfer Schools: Work plans are to be jointly developed by CBO Program Directors and DOE Principals; YABCs: Work Plans are to jointly developed by CBO Program Directors and DOE Assistant Principals.

\*\*Use the LTW CONTINUUM OF ESSENTIAL PROGRAM ELEMENTS (CEPE) to guide your responses.

\*\*See this HOW TO Guide to support with completing this document - directions, tips, and a model are included.

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| PROCEAM       PSCNUPTION:       CAL:       COLLAGE CATTON STUDENT       THELINE:       DAT COLLECTOR         RENOLLINEY:       Maintenant discuster and discu  | ** To submit: Program Director                      | s must Complete this form and link the work plan  | . This is the only way the LTW team will know that  | your work plan is completed.  |  |  |
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| endemangement<br>Anderdame suggerts<br>Anderdame s | ENROLLMENT,<br>STUDENT SUPPORT<br>SERVICES, AND     | What are the systems and structures that your school has in place to successfully deliver these | What is the principal and program director's goal(s)<br>for strengthening this service area in the '23-'24<br>school year? Include metrics that state current | Who are the DOE and CBO staff members that<br>support the work and what will they be doing?<br>Identify both DOE and CBO staff <u>by role</u> ; names | Identify the important milestones you need to<br>meet (by trimester, semester, season, or month) in<br>order to deliver the services and achieve the goals | What quantitative data are you collecting to<br>monitor progress? Identify both DOE and CBO  |
| Includence         Index         Index         Index         Index         Index           Advides consumption of a sequence         Security (Security (  |   |   |   |   |  |  |
| management every decision       Image end of the service   | Attendance support services                         |   |   |   |  |  |
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| Intervalue       Intervalue </td <td>EXPLORATION AND<br/>POSTSECONDARY</td> <td>What are the systems and structures that your school has in place to successfully deliver these</td> <td>What is the principal and program director's goal(s) for strengthening this service area in the '23-'24 school year? Include metrics that state current</td> <td>Who are the DOE and CBO staff members that<br/>support the work and what will they be doing?<br/>Identify both DOE and CBO staff <u>by role</u>; names</td> <td>Identify the important milestones you need to<br/>meet (by trimester, semester, season, or month) in<br/>order to deliver the services and achieve the goals</td> <td>What quantitative data are you collecting to<br/>monitor progress? Identify both DOE and CBO<br/>tracking systems that your team uses.<br/>"DOE requires 1:1 advisement and final postsecondary</td>   | EXPLORATION AND<br>POSTSECONDARY                    | What are the systems and structures that your school has in place to successfully deliver these | What is the principal and program director's goal(s) for strengthening this service area in the '23-'24 school year? Include metrics that state current       | Who are the DOE and CBO staff members that<br>support the work and what will they be doing?<br>Identify both DOE and CBO staff <u>by role</u> ; names | Identify the important milestones you need to<br>meet (by trimester, semester, season, or month) in<br>order to deliver the services and achieve the goals | What quantitative data are you collecting to<br>monitor progress? Identify both DOE and CBO<br>tracking systems that your team uses.<br>"DOE requires 1:1 advisement and final postsecondary   |
| support strong postiscond       Suppostiscond       Support strong pos   |   |   |   |   |  |  |
| Note: Drop:  | support a strong postsecondary                      |   |   |   |  |  |
| Develop linkages to SYEP, other   youth employment, CDOS,   certification, and training   Support for succesful   postsecondary transition   Date Completed:   CBO Partner:   Program Director:   Program Director:   Program Director: Email:   Principal:   Principal:   Principal:   Principal:   Assistant Principal:  |   | What are the systems and structures that your school has in place to successfully deliver these | What is the principal and program director's goal(s) for strengthening this service area in the '23-'24 school year? Include metrics that state current       | Who are the DOE and CBO staff members that<br>support the work and what will they be doing?<br>Identify both DOE and CBO staff <u>by role</u> ; names | Identify the important milestones you need to<br>meet (by trimester, semester, season, or month) in<br>order to deliver the services and achieve the goals | What quantitative data are you collecting to<br>monitor progress? Identify both DOE and CBO<br>tracking systems that your team uses.<br>*DOE requires the student internship log to be updated |
| vout employment, CDOS, certification, and training programs       Image: Completed:  | Student internships                                 |   |   |   |  |  |
| postsecondary transition     Image: Completed:       Date Completed:     Feedback Dialogue       CBO Partner:     Frogram Director:       Program Director Email:     Feedback Dialogue       Principal:     Frincipal:       Principal:     Feedback Dialogue   | youth employment, CDOS, certification, and training |   |   |   |  |  |
| Date Completed:Date Completed:CBO Partner:Program Director:Program Director Email:Principal:Principal Email:Assistant Principal:   |   |   |   |   |  |  |
| CBO Partner:Program Director:Program Director Email:Principal:Principal Email:Assistant Principal:   | Signatures:   |   |   | Feedback Dialogue   |  |  |
| Program Director:Program Director Email:Principal:Principal Email:Assistant Principal:   | Date Completed:                                     |   |   |   |  |  |
| Program Director Email:         Principal:         Principal Email:         Assistant Principal:   | CBO Partner:  |   |   |   |  |  |
| Principal:<br>Principal Email:<br>Assistant Principal:   | Program Director:                                   |   |   |   |  |  |
| Principal Email:<br>Assistant Principal:   | Program Director Email:                             |   |   |   |  |  |
| Assistant Principal:   | Principal:  |   |   |   |  |  |
|  | Principal Email:                                    |   |   |   |  |  |
| AP Email:  | Assistant Principal:                                |   |   |   |  |  |
|  | AP Email:   |   |   |   |  |  |