

Tuxedo Union Free School District Guidance Plan

The Rationale for School Counseling Programs

The primary goal of school counseling programs is to promote and enhance student learning through three broad and interrelated areas of student development. Each of these areas encompasses a variety of desired student learning competencies, which in turn are comprised of specific knowledge, attitudes and skills, which form the foundation of the developmental school counseling program. The three areas of student development are academic development, career development, and personal/social development. A comprehensive school counseling program is developmental and systematic in nature, sequential, clearly defined, and accountable. The program is proactive and preventive in its focus and it assists students in acquiring life-long learning skills. School counseling programs are developed by focusing on needs and issues related to various stages of student growth. There is a commitment to individual uniqueness and the maximum development in the three major areas, academic, career, and personal/social.

Components of a School Counseling Program

The comprehensive school counseling program integrates academic, career, and personal/social development. Counseling, consultation, collaboration, coordination, case management, guidance curriculum, and program evaluation are the primary delivery methods in an effective school counseling program.

The purpose of a counseling program in a school setting is to promote and enhance the learning process. (From the American School Counselor Association, the National Standards for School Counseling Programs)

George F. Baker High School Plan for Grades 9-12

- A. Program Objective:** **Social/Emotional Support**
- B. Target Population:** All students 9-12
- C. Expected Outcome:** Students will meet with counselors throughout the school year to assess individual needs of support.

Activity	Target Group	Staff Assigned	Other Resources	Dates of act
Review Daily Attendance and Call Home	All Students	Attendance Officer, Main Office, counselor	Attendance	All Year/ On
Review Report Cards	All Students	Counselor	Transcript	All Year/ On
Review and Adjust Schedules	All Students	Counselor	Computer	Summer/F
Review Discipline Letter	All Students	Assistant Principal	Referral Letter, Counselors	All Year as N
Notification of Home Instructions	All Students	Clerical Staff	Administration	All Year as N
Meet with New Family to district during School Year	New Students 9-12	Counselor	Calendar	On Going
Communicate with Family	All Students	Counselor	Staff	On Going
Refer Students to Outside Agencies	Identified Students	Counselor	Community Resources	All Year as N
Meet with Students in Danger of Failing	Grades 9-12	Counselors	Report Card, Teacher	On Going
Introduce Alternative Educational Program	Grades 9-12	Counselors	Administration, Social Worker	On Going
After School Extra Help	Grades 9-12	Teacher	Guidance Counselor	On Going
Referrals to AL-Anon-AL-Lateen Meetings	Identified Students	Counselor	Counselor, Social Worker,	On Going
High Risk interventions	Identified Students	Counselor	Staff	On Going
PINS	Students In Need	Counselor	Attendance Officer, Social Worker	On Going
Crisis Intervention	Grades 9-12	Teacher/Counselor/Psyc	Report Card, Referrals	On Going
Intensive Day Treatment	Students re-entering from Outside Placement	Counselor	Agency, Teachers	As Needed

A. Program Objective: Career & Academic Support

B. Target Population: All students 9-12

C. Expected Outcome: Students will meet with counselor to review educational requirements for curriculum. Students will understand expectation and requirements of individual courses. Students will review annually their progress and educational course of study.

College Fair	9-12	Counselors	Speakers	Fall/Spring
Classroom Presentation for Standardized testing and college planning.	9-12	Teachers, Business, College/ Professional, Guidance	Handouts, Media	On Going
Annual Review	9-11	Counselors, Teachers	4 yr. plan, course selection sheet & testing information	Jan-Apr
College Night @ West Point	9-11	Counselors, Professional College Staff, OCCA		May
Resume Preparation/College Essay Assistance	9-12	C-tech, Business & English Staff, Counselors	Technology, English Teachers	On Going
Portfolio Development	9-12	Art Education/ C-tech	Technology	On Going
College/Military Recruitment Tables	9-12	Military Personnel/ Advisor		On Going
Individual Planning Meetings	9-12	Counselor	Teachers, Parents, Community resources	On Going
Senior Interview	12	Counselor		Sept.-Oct.
PSAT/SAT	11-12	Counselor		Nov., May
SAT Planning, College Fair	9-12	Counselor		Oct.
College Applications	12	Counselor		On Going
Financial Aid Night	12	Counselor	Director of Financial Aid, Marist College	Dec.
Scholarship Awareness	9-12	Counselor	Internet	On Going
C-Tech Presentation	10	Counselor	Vo-Tech Staff Presentation & visit	Dec.
Summer School Registration	9-12	Counselor		June

Guidance Plan for Grades K-5

GUIDANCE OBJECTIVE 1

Program Objective: The program prepares students to participate effectively in the current educational programs and in life.

ACTIVITIES:

- a. Study Skills/Social Skills
- b. Student/Teacher and Student /Counselor Conferences on Academic Progress
- c. Instruction about appropriate behavior and pro-social skills
- d. Reinforce Responsive Classroom techniques, language, and activities

EXPECTED OUTCOME(S):

- Student will maintain achievement levels appropriate to their ability and maturity in all curricular areas
- Students will maintain an observable interest and effort in their school work
- Students will demonstrate interpersonal communication and problem solving and pro-social skills as appropriate to their grade level
- Student will be emotionally present and able to learn

ANNUAL ASSESSMENT:

- Student achievement will be measured by progress notes and report cards each marking period
- Student interest and motivation will be noted by the classroom teacher and also by their report card grade
- Interpersonal communications and problem-solving skills growth will be noted by the classroom teacher and school personnel

GUIDANCE OBJECTIVE 2

Program Objective: To prepare students to participate effectively in their future educational program and their lives.

ACTIVITIES:

- a. Pre-Enrollments, New Entrant Screening, Orientation of Kindergarten Registrants
- b. Benchmark Assessments in ELA and Mathematics
- c. Student Orientation, Parent Orientation, Open House

EXPECTED OUTCOME(S):

- Student will demonstrate continuous achievement as they progress through the grade levels between the primary and intermediate levels
- Failure rate will remain stable or decrease

- Students receiving remedial instruction will make satisfactory progress in the areas of remedial instruction

ANNUAL ASSESSMENT:

- Report card grades each marking period: standardized test results, classroom evaluations, and Response to Intervention (RTI) Teams
- Continuous monitoring of students in AIS programs

GUIDANCE OBJECTIVE 3

Program Objective: To help students who exhibit attendance problems.

ACTIVITIES:

- a. Case management
- b. Regular attendance monitoring and reporting
- c. Telephone calls/letter sent to parents
- d. Individual counseling
- e. Parent conferences
- f. Home visits
- g. Referrals to community organizations or legal system

EXPECTED OUTCOME(S):

- Students will attend school regularly as a result of this process.
- Failure rate will remain stable or decrease
- Parents will cooperate with the school to ensure the regular attendance of the students

ANNUAL ASSESSMENT:

- Review of monthly and year-end student attendance records

GUIDANCE OBJECTIVE 4

Program Objective: To help students who exhibit academic problems.

ACTIVITIES:

- a. Parent/Teacher conferences
- b. Universal screening of all students per building assessment plan
- c. Referral to Response to Intervention (RTI) Team
- d. Congruency meetings between intervention providers and classroom teachers
- e. Individual counseling
- f. Group counseling

EXPECTED OUTCOME(S):

- The classwork and homework of students in the programs will improve

- The report card grades of students in the program will improve
- The students will demonstrate responsible behavior towards completing assignments

ANNUAL ASSESSMENT:

- Observation notes from classroom teacher
- Improvement noted on the students' report cards

GUIDANCE OBJECTIVE 5

Program Objective: To help students who exhibit Behavioral or adjustment problems.

ACTIVITIES:

- a. Instruction on classroom behavior and pro-social skills
- b. Parent/Teacher conferences in coordination with principal, guidance counselor, and/or social worker
- c. Assessment by Response to Intervention RTI Team (IST)
- d. Individual counseling
- e. Group counseling
- f. Support/referral to school administrator for disciplinary purposes
- g. Support/referral to Committee on Special Education (CSE)
- h. Referral to school psychologist
- i. Referral to community agencies
- j. Handbooks including discipline policies distributed to parents K – 5

EXPECTED OUTCOME(S):

- Student behavior will improve
- Student adjustment to school will improve

ANNUAL ASSESSMENT:

- Data collection and analysis of reported disciplinary problems
- Student population enjoying their educational experience

GUIDANCE OBJECTIVE 6

Program Objective: To educate students concerning the avoidance of child sexual abuse.

ACTIVITIES:

- a. Instructional unit in curriculum
- b. Individual counseling
- c. Parent conferences
- d. Referral to community agencies

EXPECTED OUTCOME(S):

- Students will develop the ability to recognize potentially dangerous situations
- Students will develop the ability to identify their feelings when their personal safety is threatened
- Students will develop the ability to identify an adult in whom they can safely confide their feelings
- Parents will understand the scope of the guidance program

ANNUAL ASSESSMENT:

- Classroom teacher observation of student response
- Parent feedback
- Social worker feedback

GUIDANCE OBJECTIVE 7

Program Objective: Help students deal with family issues that impact their education and life.

ACTIVITIES:

- a. Individual counseling
- b. Group counseling
- c. Social worker/parent conferences
- d. Referral to community agencies
- e. Assessment/monitoring by case management team

EXPECTED OUTCOME(S):

- Improved academic performance
- Students will develop the ability to identify their feelings
- Students will develop coping mechanisms
- Parents will understand the scope of the guidance program

ANNUAL ASSESSMENT:

- Classroom teacher observation of student response
- Parent feedback
- Social Worker feedback

GUIDANCE OBJECTIVE 8

Program Objective: To encourage parental involvement.

ACTIVITIES:

- a. Current report card conferences/progress reports
- b. Team meetings

- c. Parent/Teacher conferences
- d. Open House/Parent Orientation etc.
- e. Parent orientation meetings regarding future educational programs
- f. Notices to parents, report cards, progress reports, informal communication, notice of AIS services letter
- g. Parent Teacher Organization (PTO)

EXPECTED OUTCOME(S):

- Encouragement of parental awareness, involvement and support of the development of the goals designed for their child
- Encouragement of mutual communication between parent and school personnel
- Parents will develop a clear understanding of school services and programs for children

ANNUAL ASSESSMENT:

- Parental feedback
- Teacher/Principal/Counselor observation
- Progress reports/report card comments

GUIDANCE OBJECTIVE 9

Program Objective: To Preserve and Support the Social and Emotional Health of all students.

ACTIVITIES:

- a. Individual counseling
- b. Group counseling
- c. Crisis intervention
- d. Suicide/self-injurious/violent behavior assessments
- e. Social histories and updates
- f. Functional Behavior Analysis/Behavior Intervention Plans (FBA/BIPs)
- g. CPS calls
- h. Conflict management, peer mediation, and restorative conferences
- i. Support bullying prevention and awareness through classroom activities, intervention, and school-wide initiatives

EXPECTED OUTCOME(S):

- Students will feel comfortable in their educational setting
- Students will learn and demonstrate good character
- School faculty will teach and model good character
- Students will have the appropriate support for their social and emotional issues

ANNUAL ASSESSMENT:

- Student's level of comfort will be monitored by classroom teacher
- A measurable reduction in discipline referrals for all students will occur

- Formalized observation by administrator
- Reassessment of the guidance program on a yearly basis

