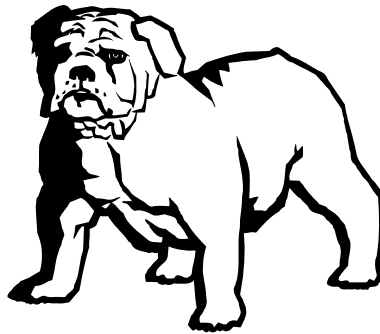


SULLIVAN WEST
CENTRAL SCHOOL
DISTRICT



7-12
COMPREHENSIVE
SCHOOL COUNSELING
PROGRAM

Commissioner's Regulation

100.2 (j)

Part 100: Elementary and Secondary Education Program

Section 100.2 General School Requirements

(j) Guidance Programs

- 1. Public Schools.** Each school district shall have a guidance program for all students.
 - i.** In grades K-6, the program shall be designed in coordination with the teaching staff to prepare students to participate effectively in their current and future educational programs, to help students who exhibit any attendance, academic, behavioral or adjustment problems, to educate students concerning avoidance of child sexual abuse, and to encourage parental involvement.
 - ii.** In grades 7-12, the guidance program shall include the following activities or services:
 - (a) An annual review of each student's educational progress and career plans, with such review to be conducted with each student individually or with small groups by personnel certified or licensed as school counselors.
 - (b) Instruction at each grade level to help students learn about various careers and about career planning skills conducted by personnel certified or licensed as school counselors, or by classroom teachers in cooperation with school counselors.
 - (c) Other advisory and individual or group counseling assistance to enable students to benefit from the curriculum, to help students' behavioral, or adjustment programs to encourage parental involvement, provided that advisory assistance shall be provided by teachers or counselors, or by certified or licensed psychologists or certified or licensed school social workers in cooperation with school counselors:
and

(d) The services of personnel certified or licensed as school counselors.

iii. Each school district shall develop a district plan, which sets forth the manner in which the district shall comply with the requirements of the subdivision. The City School District of the City of New York shall submit a separate plan for each community school district, for the High school Division and for the Special Education Division. Such plan shall be filed in the district offices and shall be available for review by any individual. The plan shall present program objectives, which describe expectations of what students will learn for the program: activities to accomplish the objectives: and provisions for the annual assessment of program results. The plan shall be reviewed annually by the school districts, and revisions be made as necessary.

2. Nonpublic Schools. Each nonpublic school shall provide guidance and counseling programs for students in grades 7-12.

Preface

The development of this plan provides the Sullivan West Central School District with a comprehensive, chronological picture of School Counseling (Guidance) Services grades K-12. The plan will be reviewed, updated and refined annually as a condition of our ever-changing curriculum and student support program needs.

The ultimate goal of our School Counseling Program is to chart a course, which provides support for academic, career, and social/emotional growth of all our students.

Philosophy

The philosophy of the School Counseling Program at Sullivan West Central School District is that the program is systematic in nature, sequential, clearly defined, and accountable. It is based on the National Standards for School Counseling and the New York State Learning Standards. We strive to use counseling, consultation and coordination skills. As leaders and advocates we promote, plan, implement and assess our program to make sure that every student benefits directly.

Vision

The vision of the Sullivan West Central School District Counseling Program is to promote school success through leadership, professional development, advocacy, collaboration and teaming. We will be proactive and use data driven and results based information to continually assess and improve the role of the counselor. By focusing on student achievement the school counselors will become vital educators in the district.

Mission Statement

The School Counseling Program at Sullivan West Central School District mission is to promote and enhance student learning through academic development, career development and personal/social development. We strive to implement strategies and activities to support and enable the student to experience success, maximize learning through commitment, produce high quality work, and are prepared for a full range of options and opportunities after high school.

Program Goals

I. Academic Development

Standard A: Students will acquire the attitudes, knowledge, and skills that contribute to effective learning in school and across the life span.

Standard B: Students will complete school with academic preparation essential to choose from a wide range of substantial postsecondary options, including College.

Standard C: Students will understand the relationship of academics to the world of work, and to life at home and in the community.

II. Career Development

Standard A: Students will acquire the skills to investigate the world of work in relation to knowledge of self and to make informed career decisions.

Standard B: Students will employ strategies to achieve future career success and satisfaction.

Standard C: Students will understand the relationship between personal qualities, education and training, and the world of work.

III. Personal/Social Development

Standard A: Students will acquire the attitudes, knowledge, and interpersonal skills to help them understand and respect self and others.

Standard B: Students will make decisions, set goals and take necessary action to achieve goals.

Standard C: Students will understand safety and survival skills.

Components of School Counseling

The components of our school counseling program are individual planning, responsive services, the school counseling curriculum and program support.

Individual Student Planning

Counselors provide the necessary monitoring of individual student's progress towards achieving success in academic, career and personal/social areas. Individual planning is monitored through:

- Case Management: school counselors monitor individual progress.
- Individual Appraisal: school counselors use test information and data to assist students in analyzing and evaluating their interest, skills and ability.
- Individual Advisement: school counselors' work directly with students on developing an appropriate educational plan.
- Placement: school counselors assist students in determining the proper educational setting as they meet their academic and career goals

Activities by domain

Academic

- Review state assessments
- Develop a four year plan
- Identify strengths and weaknesses
- Review post high school plans

Career

- Develop appropriate career assessment tools
- Assist with career plan
- Review strength and weaknesses related to career assessment
- Review higher education military and job placement opportunities

Personal/Social

- Identify extracurricular activities
- Assess personal management skills
- Implement techniques on dealing with stress

Responsive Services/Counseling

School counselors coordinate activities to meet the needs of students through:

- Consultation: school counselors work with parents, teachers, students and other involved parties to develop strategies to assist students.
- Personal Counseling: provides a student maximum privacy in which to freely explore ideas, feelings and behaviors.
- Crisis Counseling: provides counseling for prevention and interventions in a short term nature addressing students' concerns
- Referral: counselors refer students and their families to appropriate community agencies when needed.

Activities

- Individual Counseling
- Emergency Response Team
- Conflict resolution program
- Instructional Support Team
- Group Counseling

School Counseling Curriculum

The school counseling curriculum presents structured developmental experiences designed to address academic, career, and personal/social needs of students 7 through 12. The curriculum is delivered through:

- Classroom activities: school counselors present lessons in the classroom setting.
- Group activities: school counselors may also conduct large group activities to address students' particular needs.

System Support

System support consists of the management activities essential to the success of the school counseling program.

- Professional Development: school counselors must update knowledge and skills by participating in training, meetings, conferences, and relevant course work.
- Program Promotion: school counselors provide orientation and information regarding the program to the greater community through websites, newsletters, and community presentations.
- Consultation with teachers and staff: counselors work with teachers and other staff members to provide information regarding the needs of students.

- Parent and Community Outreach: school counselors provide ongoing support and information to the greater community regarding students' needs.
- Research: school counselors need to utilize research in the development of their programs.
- Program Evaluation: counselors collect and analyze data to evaluate the program and update program activities.

Activities

- Advisory Team
- Program Evaluation/Assessment
- Public Relations

School Counselor Accountability

The school counselor's accountability at Sullivan West Central School District will include measurement, data collection, decision making, and evaluation focusing on student achievement and contributing to the school and system improvement goals. The accountability system organizes these activities and shows the relationship of the school counseling program to the instructional program.

Key Components:

- **Using Data:** Data informs and challenges school counselors to determine the need for systemic change and confirms the progression of meeting the goals of the annual plan.
- **School Counseling Program Accountability through MEASURE:** MEASURE is a six step process, demonstrating school counselors' accountability.
- **School Counseling Program Report Card: SPARC:** A SPARC is an accountability report card informing the educational community of the results of the school counseling program.
- **Mapping the Comprehensive 7-12 School Counseling Program:** Once the individual components of a district program are designed, school counselors map and align the program with the National Standards, student competencies, and the four quadrants of the New York State Model to insure that the academic, career, and personal/social developmental needs of students are being met.