# Falconer School District Comprehensive School Counseling Plan

### **Vision Statement**

The Counseling Department's primary objective is to assist student's grades K-12 throughout the educational process to reach their fullest potential through planned programs that support their education. Programs are tailored and implemented so that each student can maximize academic, career, and social/emotional development. Our district follows a "Whole School, Whole Community, Whole Child'' model through which we strive to ensure the success of each student by involving, educating and utilizing an entire community of resources. The Falconer School Counseling Plan has been developed pursuant to Commissioner's Regulations 8 New York Code of Rules and Regulations (NYCRR) SECTION 100.2(j) and the Falconer School Board of Education Policy No. 8230.

### **Counseling Personnel**

As Certified School Counselors we play an active role in all aspects of student school experiences. School Counselors are involved in the development of district wide presentations, participate in core curriculum instruction, and provide individual and group counseling. As School Counselors, we collaborate with school administrators, school social workers, school psychologists, school nurses, health educators, teachers, community-based organizations, and parents. Working as a team, we offer diverse professional expertise to support the "whole child" by removing barriers to learning and implementing strategies specific to the needs of each individual student.

### **Mission Statement of Falconer Central School**

The Falconer Counseling Department supports the mission statement of the Falconer Central School District: The Board of Education, collective staff, and community of the Falconer School District are committed to preparing our children to be productive members of society, through continuous evaluation and improvement; this partnership will provide a quality educational environment for students to meet the graduation standards.

# Falconer Central School Guidance Plan Program Delivery

#### **District Administration**

Mr. Stephen Penhollow, M.S. Ed. Superintendent Ms. Judith Roach, M.S. Ed. Director of Instruction and Staff Development Ms. Julie Widen, M.S. Ed. Director of Special Education and Pupil Services

#### Kindergarten – Grade 5

Mrs. Holly Hannon, M.S. Ed. Paul B. D. Temple Elementary Principal Mr. Gary Gilbert, M.S. Ed. Harvey C. Fenner Elementary Principal Ms. DeaDanna Voorhis, M.S. Ed. Certified School Counselor Ms. Alexis Oehlbeck, M.S. Ed. Certified School Counselor Mrs. Kayleigh Sieber, MABA Behavior Specialist, Caseworker Ms. Renee Marshall, LMSW School Social Worker

#### **Grades 6 - 8** Mr. Terry English, M.S. Ed, SAS *Falconer Middle School Principal* Ms. Ashly Warner, M.S. /C.A.S. *Certified School Psychologist* Ms. Krista Odell, M.S. Ed. *Certified School Counselor* Miss Mackenzie Wright, M.S. Ed. *Certified School Counselor* Mrs. Kayleigh Sieber, MABA *Behavior Specialist, Caseworker* Ms. Kathryn Freeman, LMSW *School Social Worker*



#### Grades 9 - 12

Mr. Jeffrey Jordan, M.S. Ed. SDA Falconer High School Principal Ms. Ashly Warner, M.S./ C.A.S. Certified School Psychologist Ms. Tara Swan, M.S. Ed. Certified School Counselor Mrs. Casey Barber, M.S. Ed. Certified School Counselor Miss Mackenzie Wright, M.S. Ed. Certified School Counselor Mrs. Kayleigh Sieber, MABA Behavior Specialist, Caseworker Ms. Kathryn Freeman, LMSW School Social Worker

### **Elementary School Academic Objectives:**

- Learn the importance of school attendance, time management skills, organizational skills and academic achievement
- Learn listening, cognitive, memory and study skills
- Build academic achievement through goal setting, classroom performance, and progress monitoring of school grade reports
- Learn team-building skills and problem solving skills
- Express healthy optimism with respect to future educational goals

### Falconer Elementary School Academic Delivery Map

Activity/Service	Target Group	Possible Participants	Resources/Materials	Date	Standards	Evaluation Method/Outcome
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling Guidance Plan	K-5	Counselors Guidance Secretary Administrators Social Worker Psychologist Advisory Council Prevention Works Impact Hospice Striders	www.nysed.gov Falconerschools.org Guidance Web Page	July – June	<i>CDOS</i> 1 1a-g 2 1a-c 3a 1-8a <i>ASCA</i> B-LS 1, 2, 4, 7, 9	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance Plan & Commissioner's Regulations -Meet Academic Objectives -Advisory Council feedback -Parent & Student feedback
Open House	K-5	Teachers Counselor School nurse Administrators Psychologist	Student Information Forms Homeroom Lists	Aug.	<i>CDOS:</i> 3a,3,a 3a,8,a	-Student & Parent Attendance -Staff, Student & Parent Feedback -Forms Completed & Returned -Family Engagement

New Family Intake Meetings	UPK-5 New District Families	Social worker Community Based Organizations Principal Counselor Nurse Social Worker Teacher	School Transfer Records School Health Records Communication with Previous District Family History Tour of School Building	Sept-June	<i>CDOS:</i> 3a,3,a 3a,8,a	-Student/Family Information Collected -Family Engagement
Parent Communication	K-5	Teacher Counselor Social Worker Principal Psychologist	Student Records Student observations Class Dojo	Sept-June	<i>CDOS:</i> 3a,1a 3a,8a	-Plan of Action Generated if need Determined -Family Engagement
Student Support Team	K-5 Tier 2-3	Psychologist Counselor Teacher Principal	Students Records Classroom performance data Staff/family observations	Sept-June	<i>CDOS:</i> 3a,1a 3a,8a	-Review of Academic Intervention as Need Determined
Classroom Instruction on Skills for Learning	K-5	Counselor Teacher	Second Step SEL Curriculum	Sept-June	CDOS: 3a:2a,3a	-Program Summative Assessment
Small Group Counseling/ Education	K-5 Tier 2-3	Counselor Social worker Prevention Works	Second Step SEL Curriculum <u>Skillstreaming for the</u> <u>Elementary School Child</u> Toys/games	Sept-June	<i>CDOS:</i> 3a:2a,3a,4a, 6a,8a	-Classroom Performance -Teacher/Parent Feedback
Individual Counseling/ Education	K-5 Tier 2-3	Counselor Social Worker Psychologist Prevention Works	Second Step Curriculum Skillstreaming for the Elementary School Child Toys/games	Sept-June	<i>CDOS:</i> 3a:2a,3a,4a, 8a	-Classroom Performance -Teacher/Parent feedback
Individual Classroom Social/Emotional/	K-5 Tier 2-3	Counselor Teacher	Second Step visuals Individual/Group Counseling visuals	Sept-June	ASCA: M2,6 B-LS 8,9	-Skill developed/improved/learned as observed by staff and family

Behavioral Skill Guidance					B-SMS 1,2,6,7,9,10 B-SS 2,4,5,6,8,9	
IEP/504 Annual Review Meetings	K-5 Tier 2-3	Teacher CSE Chair Counselor Teacher Parent Psychologist Speech	Student Records Current IEP/504 Plan Committee Member Input	Sept-June	CDOS: 3a:1a,8a	-Progress monitoring of goals -Implementation of Services -Student Records
Middle School Visit	5	Teachers Counselor	Placement information	June	<i>CDOS:</i> 3a:3a,8a	-Provide Awareness of MS Resources & Expectations
Small Group Middle School Visits	5 Tier 2-3	Counselor Social Worker Psychologist OT Teachers	Placement Information Locker Assignment	June	CDOS: 3a:3a,8a	-Provide Individual Awareness of MS Resources & Expectations -Reduce Anxiety Pertaining to Transition to MS
Informal/Formal Behavior Plan	K-5 Tier 3	Teacher Administrator School Psychologist School Counselor	Informal/Formal Observations of Behavior Chautauqua Tapestry Data	Sept-June	<i>CDOS:</i> 3a:3a,4a,8a	-Plan Generated -Reduction in Negative Behavior Increased Academic Participation

### **Elementary School Career Planning Objectives:**

- Learn about various careers
- Be aware of and explore extra-curricular, enrichment, and community opportunities
- Develop an awareness of the relationship between academic achievement and future success
- Develop and recognize personal interests and abilities
- Discuss and explore possible future school/college/career options

## Falconer Elementary School Career Delivery Map

Activity/Service	Targe t Group	Possible Participants	Resources/Materia Is	Date	Standards	Evaluation Method/ Outcome
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidanc e Plan	K-5	Counselors Administrators Social Worker Psychologist Advisory Council Prevention Works Impact Hospice Striders	www.nysed.gov Falconerschools.org Guidance Web Page	July-Jun e	ASCA B-LS 1, 2, 4, 7, 9	<ul> <li>-Review New York State</li> <li>Department of</li> <li>Education/Guidance</li> <li>Programs and</li> <li>Comprehensive</li> <li>Developmental School</li> <li>Counseling/Guidance Plan</li> <li>Commissioner's</li> <li>Regulations</li> <li>-Meet Career Planning</li> <li>Objectives</li> <li>-Board of Education</li> <li>Feedback</li> <li>- Advisory Council</li> <li>Feedback</li> <li>-Parent &amp; Student</li> <li>Feedback</li> </ul>
Second Step Curriculum	K-5	Counselor Teacher	Second Step SEL Curriculum	Sept-Ju ne	CDOS: 3a:2a,3a,4a,8a	-Second Step Summative Assessments
Junior Achievement	K-5	Community Volunteers	Junior Achievement Curriculum	Sept-Ju ne	CDOS: 1:1b-g	-Increased Awareness of the World of Work &

		Counselor Teachers			2:1a-c 3a:2a,3a,4a,5a,6a,7a,8a	Applicability of Academic Knowledge to the Workplace
Extra-curricular Community Activities	K-5	Community Volunteers	Girl Scouts	Sept-Ju ne	<i>CDOS:</i> 1:1b-g 2:1a-c 3a:2a,3a,4a,5a,6a,7a,8a	Demonstration of Learned Skills
Small Group Counseling/ Education	K-5 Tier 2	Counselor Social Worker Prevention Works	Second Step SEL Curriculum <u>Skillstreaming for</u> <u>the Elementary</u> <u>School Child</u> Toys/games	Sept-Ju ne	CDOS: 3a:1a,2a,3a,4a,8a	-Demonstration of learned skills -Parent/Teacher feedback
Individual Counseling/ Education	K-5 Tier 2-3	Counselor Social Worker Psychologist Prevention Works	Second Step SEL Curriculum <u>Skillstreaming for</u> <u>the Elementary</u> <u>School Child</u> Toys/games	Sept-Ju ne	<i>CDOS:</i> 3a:1a,2a,3a,8a	-Demonstration of learned Skills -Parent/Teacher Feedback

### **Elementary School Social and Emotional Learning Objectives:**

- Learn self-awareness and self-management skills essential to success in school and in life
- Develop social awareness and learn interpersonal skills to establish and maintain friendships
- Learn ethical decision-making skills and responsible behaviors in personal, school and community contexts

## Falconer Elementary School Social and Emotional Learning Delivery Map

Activity/Service	Target Group	Possible Participants	Resources/Materia Is	Date	Standards	Evaluation Method/Outcome
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidanc e Plan	K-5	Counselors Guidance Secretary Administrators Social Worker Psychologist	www.nysed.gov Falconercsd.org Guidance Web Page SEL Benchmarks	July – June	ASCA B-LS 7, 10 NYSMEHL 1A. Ca- 3D. Cc. NYSSELB 1A.4a-3C.4 b 1A.5a-3C.5 b	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance Plan Commissioner's Regulations -Meet Social and Emotional Learning Objectives -Advisory Council Feedback -Parent & Student Feedback
Open House	K-5	Teachers Parents Counselors Administrators Community-Based Organizations	Homeroom Lists Student Information Forms	Aug	<i>NYSSELB:</i> 1b.1B	-Family Engagement -Family/Student Awareness of Resources Available
Social Emotional Learning Curriculum	K-5	Counselor Teachers Prevention Works	Second Step SEL Curriculum Evidence-Based Programs	Sept-June	NYSSELB: 1A ASCA: M 2,5-6 B-SMS 1-7 B-SS 1-6,8-9	-Observed Demonstration of Learned Skills -Second Step Summative Assessments -Teacher Feedback

Bullying Prevention Curriculum	K-5	Counselor Teachers Prevention Works	Second Step Bullying Prevention Unit Evidence-Based Programs	Sept-June	ASCA: M 3,6 B-LS 1 B-SMS 1 B-SS 2-4,8-9	-Observed Demonstration and Understanding of Learned Skills -Teacher Feedback.
Smile Boosters	3-5 Tier 2-3	Building Staff	Referral Student photo	Sept-June	NYSSELB: 1Bb	-Review DESSA Scores, behavior, attendance records, and number of times referred over the year
Small Group Counseling/ Education	K-5 Tier 2-3	Counselor Social Worker Prevention Works	Second Step SEL Curriculum Toys/games	Sept-June	NYSSELB: 1A-B 2A-D 3A-B,C1a- b	-Demonstration of Learned Skills -Parent/Teacher Feedback
Individual Counseling/ Education	K-5 Tier 3	Counselor Social Worker Psychologist Prevention Works	Second Step Curriculum Toys/games	Sept-June	NYSSELB: 1A-C 3A-B	-Demonstration of Learned Skills -Parent/Teacher Feedback
Individual Classroom Social/emotional/ Behavioral Skill Guidance	K-5 Tier 2 and 3	Counselor Teacher	Second Step visuals Visuals created in individual/group counseling	Sept-June	NYSSELB: 1A.1a,b 1A,2b,c 1B.1b2b 2A.1b 2C.1a,b 2D.1b,2a,b 3A.1b,2a,b 3B.1b,2a,b	-Skills developed or learned as observed by staff and parents
5h Grade Mentoring Program	5 Tier 2-3	Counselors Teachers Student Mentors	Curriculum Permission slips	Oct-June	NYSSELB: 1B 2C	-Review of DESSA Scores, behavior referrals, and attendance records
Crisis Intervention	K-5	Principal Counselor Social Worker Teacher	Calming Strategies Crisis Intervention Team 1-800-724-0461	As needed	<i>NYSSELB:</i> 1AB 2CD 3B	-Facilitate Student's Return to Classroom Activities -Determine Need for Future Interventions

		Psychologist parents	Threat/Lethality assessment		Inform parents
SEL morning	K-5	Principal			
announcement		counselor			

#### Alternate Format to Elementary School Counseling Program Delivery

There may be extended periods of time during which traditional in-house education is not available. New York State health and safety concerns may lead to a mandated online educational format. The above listed activities and services will be modified and implemented remotely when feasible. This type of a virtual learning space will include but not be limited to the use of the following resources:

Google Classroom Zoom Schoology Email Phone Communication Class Dojo Remind

# Falconer Middle School Counseling Program Objectives and Service Delivery

### Middle School Academic Objectives:

- Recognize the relationships between school attendance, time management skills, organizational skills and academic achievement
- Develop listening, cognitive, memory and study skills
- Improve academic achievement through goal setting, classroom performance, and progress monitoring of school grade reports
- Participate in team-building activities to develop problem-solving abilities
- Express healthy optimism with respect to future high school educational goals

## Falconer Middle School Academic Delivery Map

Activity/Service	Target Group	Possible	Resources/Materia	Date	Standards	Evaluation
		Participants	ls			Method/Outcome
Annual Review of	6-8	Counselors	www.nysed.gov	July – June	CDOS	-Review New York
Guidance Programs		Guidance	Falconerschools.org		1 1 h-l	State Department of
and Comprehensive		Secretary	Guidance Web		2 1 d,e,f	Education/Guidance
Developmental		Administrators	Page		3a 1-8b	Program &
School		Social Worker	NYS SELB			Comprehensive
Counseling/Guidance		Psychologist	Standards		ASCA	Developmental
Plan		Advisory Council	ASCA Standards		M 1-6	School
		Prevention	CDOS Standards		B-LS 1-10	Counseling/Guidanc
		Works	NYSMEHL		B-SMS 1-10	e Plans
		Impact	Standards		B-SS 1-9	Commissioner's
		Hospice				Regulations
		Striders				-Meet Academic
						Objectives
						-Advisory Council
						Feedback
						-Parent & Student
						Feedback

Master Schedule	6-8	Counselors Guidance Secretary Administrators BOCES PowerSchool Team	Course Descriptions PowerSchool PowerScheduler Teacher Contract Special Education Regulations Academic Intervention Services NYSED Physical Distancing Guidelines	July – June	<i>CDOS</i> 1 1 h-l 2 1 d,e,f <i>ASCA</i> B-LS 1,2, 5	-Review New York State Diploma Requirements -Review Previous Years' Schedules -Encourage Creation of Course Offerings Based on Student Needs -Increase Course Enrollment -Parent & Student Feedback
Falconer Middle/High School "Back to School Bash" Falconer 6 <sup>th</sup> Grade Meet, Greet & Treat Night	7/8 6	Teachers Counselor School Nurse Administrators Social Worker Psychologist Students Community-Bas ed Organizations	Student Data Info. Sheets Free/Reduced Lunch forms Lunch Account Scan Immunization Forms Internet Access Permission Code of Conduct Homeroom Lists Student Schedules Locker Assignments School Supply Donations Community Presentations	August	CDOS 1 1 h-l 2 1 d,e,f 3a 1-8 b ASCA B-SMS 1, 2, 4, 5, 8, 10 B-LS 7, 10 B-SS 2, 3	-Student/Parent Attendance -Student/Parent Feedback -Staff/Community Feedback -Forms Completed & Returned -School Success Emphasized
Student Support Team	6-8	Counselors School Psychologist Administrators Social Worker Teacher	Referral Form Attendance Records Discipline Records Academic Records	Sept-June	<i>CDOS:</i> 1 1 h-l 3a 2,3,7 b <i>ASCA</i> M3, M4	-Plan of Action Generated -Progress Monitoring -School Success Emphasized

New Student Orientation	6-8 (New District Residents)	Counselor Teachers School Nurse Administrators	School Transfer Records School Health Records Communication with Previous School District Tour of School Building Class Schedule/Locker	Sept-June	<i>CDOS</i> 3a 3 a 3a 8 a <i>ASCA</i> B-SMS 1, 2,4,5,8,10 B-LS 7,9, 10 B-SS 2, 3	-Obtain/Exchange Information -Parent & Faculty Feedback -Enrollment Forms Completed -Review Grades & Schedule
Parent/Teacher Conferences	6-8	Teachers Counselor Social Worker Administrator	Student Records Parent/teacher Input	Sept-June	CDOS 2 1 d-f 3a 1-8 b ASCA B-LS 9 B-SMS 5 B-SS 3,6-9	-Plan of Action Generated -Progress Monitoring
Academic Consult with Grade Level Teams	6-8 (tier 2&3)	Teachers Counselor Social Worker Administrator Psychologist	Student Records School Staff Input	Sept-June	CDOS 2 1 d-f 3a 1-8 b ASCA M 2,4,5,6 B-LS 1-10 B-SMS 1,3,5,6,8	-Sharing of Information -Brainstorming of Strategies -Plan of Action Generated
Individual Academic Counseling/Educatio n	6-8 (tier 3)	Counselor Chautauqua Tapestry	Student Records PowerSchool School Staff input	Sept-June	CDOS 2 1 d-f 3a 1-8 b ASCA M 1-6 B-LS 1-10 B-SMS 1-10	-Plan of Action Generated -Progress Monitoring

Attendance Meetings Quarterly Review of Academic Progress	6-8 6-8	Counselor School Nurse Administrators Social Worker Psychologist Counselor Guidance Staff	Attendance Records Power School Portal Attendance Letters Community-Based Organizations Report Cards	Oct-June Weekly Sept-June	CDOS 3a 3 b 3 8 b ASCA B-LS 3,4 CDOS 2 1 d-f 3a 1-8 b	-Tier 1,2 and 3 Interventions as outlined in Attendance Policy -Review of attendance records -Academic Eligibility List
					ASCA M-5,6 B-LS 1-9 B-SMS 1,2,5,8	
Academic Honor/Merit Recognition	6-8	Counselor Guidance Staff PACT	Report Cards PowerSchool Post Journal	Sept-June	CDOS 2 1 d-f 3a 1-8 b ASCA M-2,3,5,6 B-LS 1-9 B-SMS 1,4,5,8, B-SS 5	-Community feedback -Student/Teacher feedback -Awards given -Lists Printed in Newspaper
CSE/504 Annual Review Meetings	6-8 (tier 3)	Student Counselor CSE/504 Committee members Parents Guardians Advocates General Ed/Sp Teachers	Student Records Graduation Plan IEP/504 Plan Schedule/Power School Clear Track	Sept- May	<i>CDOS</i> 2 1 d-f 3a 1-8 b <i>ASCA</i> B-LS 9 B-SS 2, 3 B-SMS 4-8	-Progress Monitoring of Goals -Implementation of Services -Updated Plan
January Regents Registration	8 (advanced)	Counselor Teachers Office Staff	PowerSchool	November	CDOS 3a 1-8 b	-Student & Parent Feedback

					ASCA B-LS 3, 4	-Review Academic Records
June Regents Registration	8 (advanced)	Counselor Teachers Office Staff	PowerSchool	February	CDOS 3a 1-8 b ASCA B-LS 3, 4	-Student & Parent Feedback -Review Academic Records
Summer School Registration	7-8(tier 3)	Counselor	Report Cards BOCES Online Registration	June	CDOS 3a 1-8 b ASCA B-LS 3,4	-Student, Parent, Staff Feedback -Review Academic Records
High School Graduation Plan Conference	8	Counselor Student Parent	Student Academic Records Student/Parent/ Input Powerschool Portal	Dec-Mar	CDOS 1 1 h-l 2 1 d-f 3a 1-8 b ASCA B-LS 3,4	-HS plan done in PowerSchool -Registration for Gr. 9 Courses -Student & Parent Feedback
Annual Individual Progress Review	6-8	Counselors Guidance Secretary	PowerSchool Falconercsd.org Guidance Web Page Progress Reports Report cards Academic eligibility Google Forms	Jan-June	CDOS 2 1 d-f 3a 1-8 b ASCA M 1-6 B-LS 1,7 B-SMS 10 B-SS 8,9	-Review Academic Records -Parent/Student Feedback

## Middle School Career Planning Objectives:

- Explore various career and college opportunities
- Continue Exploration of more diverse extra-curricular, enrichment, and community opportunities
- Recognize the relationship between academic achievement and future career/college success
- Recognize the relationship between personal interests, abilities, and careers
- Further explore and develop a personal high school/career/college plan

### Falconer Middle School Career Planning Delivery Map

Activity/Service	Target	Possible	Resources/Materials	Date	Standard	Evaluation Method/Outcome
	Group	Participants			S	
Annual Review of	6-8	Counselors	www.nysed.gov	July –	CDOS:	-Review New York State
Guidance Programs		Guidance	Falconercsd.org Guidance	June	1 1 h-l	Department of
and Comprehensive		Secretary	Web Page		2 1 d-f	Education/Guidance Programs
Developmental		Administrators	NYS SELB Standards		3a 1-8 b	and Comprehensive
School		Social Worker	ASCA Standards			Developmental School
Counseling/Guidanc		Psychologist	CDOS Standards		ASCA	Counseling/Guidance Plan
e Plan		Advisory	NYSMEHL Standards		M 1-6	Commissioner's Regulations
		Council			B-LS	-Meet Career Planning
		Board of			1-10	Objectives
		Education			B-SMS	-Advisory Council Feedback
		Parents			1-10	-Board of Education Feedback
		Prevention			B-SS 1-9	
		Works				
		Impact				
		Hospice				
		Striders				
Falconer Middle/High	7/8	Teachers	Student Data Info. Sheets	August	CDOS:	-Student & Parent Attendance
School "Back to	1/0	Counselor	Free/Reduced Lunch forms	/ lugust	1 1 h-l	-Student & Parent Feedback
School Bash"		School Nurse	Lunch account scan		2 1 d-f	-Staff & Community Feedback
		Administrators	Immunization Forms		3a 1-8 b	-Forms Completed & Returned
		Social Worker	Internet Access Permission		1001	-Community Volunteer
	6	Psychologist	Code of Conduct		ASCA	Opportunities Explored

Falconer 6 <sup>th</sup> Grade Meet, Greet & Treat Night		Students Community-B ased Organizations	Homeroom Lists Student Schedules Locker Assignments School Supply Donations Community Presentations		M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	
Student Extra-Curricular Activities Sheet	6-8	Counselor Teachers Guidance Staff	Extra-Curricular Activity Record	Sept-May	<i>CDOS:</i> 3a 1-8 b <i>ASCA</i> B-LS 10	-Review records -Sheet completed and returned -Increase student involvement -Student feedback
Selborne Business Tours	6	Counselor Teachers Community	Selborne Curriculum Local Businesses & Organizations	Sept-June	CDOS 1 1 h-l 2 1 d-f ASCA M 4,5,6 B-SMS 2,10 B-SS 7.9	-Student & Community Feedback -Increased Awareness of Local Career Opportunities
Junior Achievement Lessons	6-8	Teachers JA Staff Community Business Consultants	Junior Achievement Curriculum Evidence Based Programs	Sept-June	<i>CDOS</i> 1 1 h-l 2 1 d-f 3a 4,8 b <i>ASCA</i> M 2,4,6 B-LS 4,7,9 B-SMS 10 B-SS 1,6,7,9	-Student & Teacher Feedback -Community Business Feedback

Business Luncheon & Career Based Q&A Session	8	Students Teachers Counselor Administrators JA Staff	Prepared Questions for Participant Panel Participation Certificates Local Restaurant/Staff School Bus/Driver	November	CDOS 1 1 h-l 3a 4,6,8 b ASCA M - 6 B-SMS 1,2,9,10 B-SS 1,2,3,9	-Student Teacher Feedback -Junior Achievement Staff Feedback -Student Participation -Career Information Sharing
Computer Based Interest Inventory & Career Research	6-8	Counselor FCS Teacher Media Specialist	Xello FCS Website Computer Lab	Once Per Year	CDOS 1 1 h-l 2 1 d-f 3a 1-8 b ASCA M 1-6 B-LS 1,4,5	-Documentation in Career Folder -Student Feedback
School Subject Career Exploration Activity	6	Counselor Teachers Media Specialist	Xello FCS Website Computer Lab	May-June	CDOS 1 1 h-l 3a 1,5 b ASCA M 4–6 B-LS 2,4,5,7 B-SMS 3,10	-Documentation in Career Folder -Student Feedback
Resume	8	FCS Staff Counselor	Computer Lab	Sept-June	CDOS: 1 1 h-l 2 1 d-f 3a 1-8 b ASCA M 1-6	-Resume Completion -Documentation in Career Folder

					B-LS 5,6	
High School Graduation Plan Conference	8	Counselor Student Parent	Student Academic Records Student Career Folder Student/Parent Input Power School Portal	Dec-Mar	B-SS 1 <i>CDOS</i> 1 1 h-l 2 1 d-f 3a 1-8 b <i>ASCA</i> M 1-6 B-LS 1-10 B-SMS 1-10 B-SMS 1-10 B-SS 1-9	-HS Plan done in PowerSchool -Registration for Gr. 9 Courses -Student & Parent Feedback
Annual Individual Progress Review	6-8	Counselor Student	Career Folder Google Forms	Sept-June	<i>CDOS:</i> 1 1 h-l 2 1 d-f 3a 1-8 b <i>ASCA</i> M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Review of Records -Review of Career Folder
Attendance Meetings	6-8	Counselors School Nurse Administrators Social Worker	Attendance Records PowerSchool Portal Attendance Letters Community Based Organizations	Sept -June	<i>CDOS:</i> 1 1 h-l 3a 2,3,7 b <i>ASCA</i> M3, M4	-Review of attendance records -Demonstrate personal skills relative to future employers

### Middle School Social and Emotional Learning Objectives:

- Develop self-awareness and self-management skills essential to success in school and in life
- Further improve social awareness and practice interpersonal skills to establish and maintain positive relationships
- Develop ethical decision-making skills and responsible behaviors in personal, school and community contexts

### Falconer Middle School Social and Emotional Delivery Map

Activity/Service	Target Group	Possible Participants	Resources/Materials	Date	Standards	Evaluation Method/Outcome
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidance Plan	6-8	Counselors Guidance Admin/ Secretary Administrators Social Worker Psychologist	www.nysed.gov Falconercsd.org Guidance Web Page NYS SELB Standards ASCA Standards CDOS Standards NYSMEHL Standards	July – June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance
		Prevention Works Impact Hospice Striders			NYSMEHL 1A.   a - 3D.   b NYSSELB 1A.3a-3C.3 b	Plan Commissioner's Regulations -Meet Social and Emotional Learning Objectives -Advisory Council Feedback -Parent & Student Feedback
Falconer Middle/High School "Back to School Bash" Falconer 6 <sup>th</sup> Grade Meet, Greet & Treat Night	7-8 6	Teachers Counselor School Nurse Administrators Social Worker Psychologist Students	Student Data Info. Sheets Free/Reduced Lunch forms Lunch account scan Immunization Forms	August	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Student & Parent Attendance -Student Parent Feedback -Staff Community Feedback -Forms Completed & Returned

		Community-Bas ed Organizations	Internet Access Permission Code of Conduct Homeroom Lists Student Schedules Locker Assignments School Supply Donations Community Presentations		NYSMEHL 1B. la 1B. le. NYSSELB 1A.3a-3C.3 b	-Increased Family Engagement -Increased Student Involvement in Extra -curricular Activities
Student Support Team	6-8	Counselors School Psychologist Administrators Social Worker Teacher	Referral Form Attendance Records Discipline Records Academic Records	Sept-June	CDOS: 1 1 h-l 3a 2,3,7 b ASCA M3, M4	-Plan of Action Generated -Progress Monitoring -School Success Emphasized
Social Emotional Learning Curriculum	6-8	Teachers Counselor Prevention Works	Second Step SEL curriculum Evidence Based Programs	Sept-June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMEHL 1A. I a - 3D. I b NYSSELB 1A.3a-3C.3 b	-Observation of Learned Skills -Teacher Feedback -Review of Discipline Records
Bullying Prevention Curriculum	6-8	Teachers Counselor	Second Step Bullying Prevention Unit Evidence Based Programs	Sept-June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Observation of Learned Skills -Teacher Feedback. -Review of Discipline Records

					NYSMEHL 1A. I a - 3D. I b NYSSELB 1A.3a-3C.3 b	
Annual Individual Progress Review	6-8	Counselors Guidance Secretary	FCS Wellness Survey Falconercsd.org Guidance Web Page Google Forms	Jan-June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMHEL 1A – 3D NYSSELB 1A – 3C	-Parent/Student Feedback -Review Individual Records -Demonstrate Student Responsibility
Small Group Counseling/ Education	6-8 (Tier 2&3)	School Counselor School Social Worker School Psychologist Prevention Works	Parent Input Teacher Input Second Step SEL Curriculum Toys/games Teen Intervene/ Evidence Based Programs	Sept-June	ASCA B-LS 1 B-SMS 1,10 B-SS 3,4 NYSMHEL 3a.la-3D.lb NYSSELB 1A – 3C	-Parent Teacher Feedback -Student Feedback -Observed School Behaviors -Review of Discipline Records
Individual Counseling/ Education	6-8 (Tier 3)	School Counselor School Social Worker	Parent input Teacher input Second Step SEL Curriculum Toys/games	Sept-June	ASCA B-LS 1 B-SMS 1,10 B-SS 3,4	-Observed School Behaviors -Parent & Teacher Feedback -Student Feedback

		School Psychologist Prevention Works	Teen Intervene/Evidence Based Programs		<i>NYSMHEL</i> 3a.la-3D.lc <i>NYSSELB</i> 1A – 3C	-Review of Discipline Records
Crisis Intervention	6-8	Principal Counselor Social Worker Teacher Psychologist Parent SRO	UPMC Chautauqua Transportation Outside Agency Involvement Community-Based Organizations Crisis Intervention Team 1-800-724-0461	As needed	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMHEL 1A – 3D NYSSELB 1A – 3C	-Intervention Implemented -Plan of Action Generated -Transition Back to School
Attendance Meetings	6-8	Counselors School Nurse Administrators Social Worker	Attendance Records PowerSchool Portal Attendance Letters Community Based Organizations	Sept -June	CDOS: 1 1 h-l 3a 2,3,7 b ASCA M3, M4	-Review of attendance records -Demonstrate personal skills relative to future employers
Mentor Program	6-8 (Tier2&3)	Counselor Social Worker Students Chautauqua Striders	Training for HS Students Guidance Suite Project Rooms	SeptJune	ASCA B-LS 10 NYSMHEL 1A – 3D NYSSELB 2A.3a -3C.3b	-Mentor/Mentee feedback -Teacher/Parent feedback -Relationship Building -Improve Social & Emotional Behaviors
Guidance Reward Cards & Cart	6-8	Counselor Teachers Students	Rewards/Toys/Games	Sept-June	ASCA M 1-6	-Student/Teacher Feedback -Number of Cards

					NYSMHEL 2C. Ia NYSSELB 3C.3a-3b	Redeemed
Character Education, Bullying Prevention, and Safety Assemblies and Class Presentations	6-8	Counselor Administrator Teachers Community Based Presenters	Auditorium Sweet Heart & Heroes National Exploited & Missing Youth Salvation Army- Domestic Violence Program Prevention Works Evidence-Based Programs	SeptJune	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMHEL 1A – 3D NYSSELB 1A – 3C	-Student/Teacher Feedback -Community Feedback -Observed School Behaviors
Birthday Certificates	6-8	Counselor	Food Coupons	Sept-June	ASCA M 1-6 NYSMHEL 2C. la NYSSELB 3C.3a-3b	-Review of Records -Student Feedback
Life Skills Class	6	Counselor Teachers	Prevention Works Life Skills Curriculum Evidence-Based Programming	Oct-March	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMEHL 1A. I a - 3D. I b NYSSELB	-Observed School Behaviors -Review of Discipline Records -Student/Teacher Feedback

		1A.3a-3C.3	
		b	

#### Alternate Format to Middle School Counseling Program Delivery

There may be extended periods of time during which traditional in-house education is not available. New York State health and safety concerns may lead to a mandated online educational format. The above listed activities and services will be modified and implemented remotely when feasible. This type of a virtual learning space will include but not be limited to the use of the following resources:

Google Classroom Zoom Schoology Email Phone Communication Class Dojo Remind

# Falconer High School Program Objectives and Service Delivery

### High School Academic Objectives:

- Demonstrate excellent school attendance, time management skills and organization of materials and tasks
- Demonstrate increased acquisition of listening, cognitive, memory and study skills
- Actively pursue high academic achievement through goal setting, classroom performance and progress monitoring of transcript grades
- Demonstrate abilities needed to successfully participate in team-based problem-solving settings
- Express healthy optimism with respect to future post-secondary educational goals

Activity/Service	Target Group	Possible Participants	Resources/Materials	Date	Standards	Evaluation Method/ Outcomes
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidanc e Plan	9-12	Counselors Guidance Secretary Administrators Social Worker Psychologist Advisory Council Parent Prevention Works Impact Hospice Striders	www.nysed.gov Falconerschools.org Guidance Web Page NYS SELB Standards ASCA Standards CDOS Standards NYSMEHL Standards	July – June	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8 c <i>ASCA</i> B-LS 1, 2, 4, 7, 9	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance Plan Commissioner's Regulations -Meet academic objectives -Advisory Council feedback -Parent & student feedback
Master Schedule	9-12	Counselors Guidance Secretary Administrators	Course Descriptions PowerSchool PowerScheduler Teacher Contract	July – June	CDOS 1 1 m,n,o 2 1 h,i,j	-Review New York State Diploma Requirements -Review Previous Years' Schedules

## Falconer High School Academic Delivery Map

		BOCES PowerSchool Team	Special Education Regulations Academic Intervention Services NYSED Physical Distancing Guidelines NYSED Physical Distancing Guidelines		<i>ASCA</i> B-LS 1,2, 5	-Encourage Creation of Course Offerings Based on Student Needs -Increase Course Enrollment -Parent & Student Feedback
Falconer Middle/High School "Back to School Bash"	9-12	Teachers Counselors School Nurse Administrators Social Worker Community-B ased Organizations	Student Data Information sheets Free & Reduced Lunch forms Immunization forms Internet Access Permission Code of Conduct Opt Out Homerooms Schedules Locker Assignments	August 31 <sup>st</sup>	<i>CDOS</i> 3a 3c, 8c <i>ASCA</i> B-SMS 1, 2, 4, 5, 8, 10 B-LS 7, 10 B-SS 2, 3	-Student & Parent Attendance Numbers -Student & Parent Feedback -School Staff & Community Feedback -Forms Completed & Returned -School Success Emphasized
New Family Intake Meetings	9-12	Counselors Guidance Secretary School Nurse Administrators Guidance Secretary	School Transfer Records School Health Records Communication with Previous District Tour of school building New locker Transportation Schedule	August-Ju ne	<i>CDOS</i> 3a 3c 8c <i>ASCA</i> B-SMS 1, 2,4,5,8,10 B-LS 7,9, 10 B-SS 2, 3	-Student/family Information Collected -Enrollment Forms Completed -Proof of Residency -Family Engagement -Transition
Parent/Teacher Conferences	9-12	Teachers Counselor Social Worker Administrator	Student Records Parent/Teacher Input	Sept-June	CDOS 3a 1c 3a 8c ASCA B-LS 9 B-SMS 5 B-SS 3,6-9	-Plan of Action Generated -Progress Monitoring
Annual Individual Progress Review	9-12	Counselors Guidance	PowerScheduler Falconercsd.org	Jan-June	CDOS 2 1 h,i,j	-Review Individual Graduation Plans &

		Secretary	Guidance Web Page Progress Reports Report Cards Academic Eligibility		3a 1-8c <i>ASCA</i> B-LS 7, 9	Academic Progress -Demonstrate Student Responsibility
Annual Review of Individual Education Plans and 504 Plans	9-12	Student CSE/504 Committee Counselors Parent Guardians Advocate Gen/Sp Ed Teachers	Student IEP/504, Graduation Plan, schedule & test scores, PowerSchool, ClearTrack, CDOS Requirements	Sept-May	<i>CDOS</i> 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 9 B-SS 2, 3 B-SMS 4-8	-Review of Records -Student & Parent Feedback -IEP & 504 update -Review of Annual Goals
Attendance Meetings	9-12	Counselors School Nurse Administrators Social Worker	Letter to Parent PowerSchool Parent Portal Tier 1,2,3	Sept-June	<i>CDOS</i> 3a, 3c, 8c <i>ASCA</i> B-LS 3, 4	-Review of Attendance Records -Review Academic Progress -Decrease Chronic Absenteeism
College Access Course	12	Counselors Guidance Secretary College Recruiters	Falconercsd.org Schoology Zoom Google ACT, SAT JCC Application SUNY Application Common Application FAFSA Excelsior Scholarship Falconer Scholarships Chautauqua Region Community Foundations Scholarships	Sept-Jan	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 1, 4, 8	-Student Responsible for Academic Progress -Review Transcripts -Smooth Transition -College Admission -Students Attend College for as Little Cost as Possible
January Regents	8-12	Counselors	PowerSchool	November	CDOS	-Review Academic

Registration		Teachers Guidance Adm/ Secretary Administration	Falconercsd.org Letters to students & parents		3a 1-8c <i>ASCA</i> B-LS 3, 4	Records -Student & Parent Feedback -Increase Student Responsibility -Increase Graduation Outcome -Increase Number of Students Achieving Mastery -Increase Students Receiving Advanced Regents Diploma
High School Courses/High School Course Descriptions	9-12	Counselors Guidance Secretary	www.nysed.gov PowerScheduler Falconercsd.org Guidance Web Page Collegeboard.com Next Generation Accuplacer Test Google Forms	Jan. – June	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j	-Review New York State Diploma Requirements -Review Individual Graduation Plans & Academic Records -Students Meet Pre-requisites -Encourage creation of course offerings based on student needs -Increase Course Enrollment
Distance Learning Courses	9-12	Counselors Guidance Secretary BOCES Teachers	www.dlcourses.e2ccb.org AP Microeconomics College Connections Courses Google Forms	Jan. – June	<i>CDOS</i> 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 5, 9	-Review New York State Diploma Requirements -Review Individual Graduation Plans & Academic Progress -Research New Course Offerings Based on Student Needs -Increase Course Enrollment

JBC Access Award	12	Counselors JBC Faculty and Staff	JBC Admissions	Feb	<i>CDOS</i> 1 1 m,n,o 3a 1-8c <i>ASCA</i> B- LS 7	-Offer to juniors and seniors who are income eligible and would benefit from a business degree and excel in a smaller setting
Student Course Registration for Upcoming School Year	9-11	Counselors Guidance Secretary English & Social Studies Teachers	PowerScheduler Falconercsd.org Guidance Web Page Contact w/students via email and/or Schoology	Jan. – June	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 1	-Review New York State Diploma Requirements -Review previous years' schedules -Update course registration screen on PowerScheduler for student use -Review individual graduation plans and academic progress -Students register for class -Demonstrate student responsibility -Demonstrate understanding of graduation requirements
Promotion of PSAT, SAT, ACT & Registration Administration	11-12	Counselors Parents	College Board, American College Testing programs, PowerPoint Presentations Schoology Email	Sept-June	<i>CDOS</i> 3a 1-8c <i>ASCA</i> B-LS 3, 4	-College Admissions -Merit-Based Scholarships
PSAT/NMSQT Administered	11	Counselors Guidance Secretary College Board Parents	Booklets from Education Testing Services Collegeboard.com Media Center	Oct.	CDOS 3a 1-8c ASCA B-SS 1	-Review Individual Graduation Plans & Academic Progress

Interpretation of PSAT/NMSQT Scores SAT/ACT Test Score	11	Counselors	Scores & Manual Collegeboard.com Counselor Guide	Dec.	CDOS 2 1 h,i,j 3a 1-8c ASCA B-LS 9 CDOS	-Practice SAT - PSAT/NMSQT Scholarships
Interpretation	12	Counselors	SAT/ACT	Sept-June	2 1 h,i,j 3a 1-8c ASCA B-LS 9	-College Admissions -Merit-Based Scholarships
Falcons on Campus	9-12	Counselors Guidance Secretary Transportation	JCC, St. Bonaventure SUNY Fredonia Alfred State Other campuses based on student interest Virtual Campus Tours Virtual College Fairs	OctFeb. April	CDOS 1 1 m,n,o 2 1 h,i,j	-Expose Students to Colleges and Universities
Jamestown Community College Placement Test	10-12	Counselors Guidance Secretary Faculty & Staff English Teachers	Collegeboard.com Next Generation Accuplacer Test Chromebook Attendance Office	Jan-April	<i>CDOS</i> 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 6	-Review Individual Graduation Plans and Academic Progress -Demonstrate Student Responsibility -Increase the Number of High School Students Receiving College Credits
JCC Dual Enroll	10-12	Counselors Guidance Secretary JCC Faculty & Staff College Connections Parents	sunyjcc.dualenroll.com/logi n	Sept-Jan.	CDOS 1 1 m,n,o ASCA B-LS 5	-Complete Registration Process for College Courses
College Application	12	Counselors	College Applications –	Sept-June	CDOS	-Students will wait for

Completion			Internet & Paper Falconer School Website Guidance Page		1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 1, 2, 5, 6	College Acceptance Notices
June Regents Registration	8-12	Counselors Teachers Guidance Secretary Administration	PowerSchool Falconercsd.org Letters to Students & Parents	March	<i>CDOS</i> 3a 1-8c <i>ASCA</i> B-LS 3, 4	-Review Academic Progress -Student & Parent Feedback -Increase Student Responsibility -Increase Graduation Outcome -Increase Number of Students Achieving Mastery -Increase Students Receiving Advanced Regents Diploma
Individual Graduation Plan Completion	12	Counselors Guidance Secretary	PowerSchool Graduation Progress Final Transcript	June	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 6	- 100% Graduation Outcome -College, Career, & Civic Readiness
Exploring Occupations (HUM1310)	12	Counselors JCC Faculty & Staff College Connections	JCC Curriculum www.sunyjcc.edu Counselor, Google, college booklets, recruiters, college visits Botvin's Life Skills; Transitions Schoology	Jan June	CDOS 1 1 m,n,o 2 1 h,i,j 3a 1-8c ASCA B-LS 1, 4,	-Demonstrate excellent school attendance, time management skills and organization of materials and tasks to prepare entry into the world of work -Demonstrate increased acquisition of listening,

Summer School	0.12	Councelors	Zoom Google		7	cognitive, memory, and study skills -Transition -Actively pursue high academic achievement through goal setting, classroom performance, and progress monitoring of transcript grades -Demonstrate abilities needed to successfully participate in team-based problem solving settings -Express healthy optimism with respect to future post-secondary educational goals
Summer School	9-12	Counselors JHS Summer School Teachers	BOCES Internet Registration Report Cards APEX Learning	June	CDOS 3a 1-8c ASCA B-LS 3,4	-Review individual graduation plans and academic progress -Keep students on track with academic achievement -Increase graduation outcomes
Preparation for Graduation Ceremony	12	Counselors Administrators Secretary Guidance Secretary Administration	Final Transcript Final Class Rank Falconercsd.org Scholarship awards Zoom Ceremony program	Apr – June	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-SS 9	<ul> <li>100% Graduation</li> <li>Outcome</li> <li>Well-Planned &amp; Efficient</li> <li>Commencement</li> <li>Ceremony</li> <li>Award &amp; Present</li> <li>Scholarships to as many</li> <li>Students as Possible</li> </ul>

## **Career Planning Objectives:**

- Continue exploration of career and college opportunities
- Actively participate in diverse extra-curricular, enrichment and community activities
- Show knowledge and understanding of the relationship between education level and financial stability
- Demonstrate academic and personal skills relative to future employment, college and/or career goals
- Finalize post-secondary career and/or college plans

### Falconer High School Career Planning Delivery Map

Activity/Service	Target Group	Possible Participants	Resources/Materials	Date	Standards	Evaluation Method/ Outcomes
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidanc e Plan	9-12	Counselors Guidance Secretary Administrators Social Worker Psychologist Advisory Council Board of Education Parent Prevention Works Impact Hospice Striders	www.nysed.gov Falconercsd.org Guidance Web Page NYS SELB Standards ASCA Standards CDOS Standards NYSMEHL Standards	July – June	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8 c <i>ASCA</i> B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance Programs Commissioner's Regulations -Meet Career Planning Objectives -Advisory Council Feedback -Board of Education Feedback
Falconer Middle/High School "Back to School Bash	9-12	Teachers Counselors School Nurse Administrators Social Worker Community-B ased Organizations	Student Data Information sheets Free & Reduced Lunch forms Immunization forms Internet Access Permission Code of Conduct	August 31 <sup>st</sup>	<i>CDOS</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-SMS 1, 2, 4, 5, 8,	-Student & parent attendance numbers -Student & parent feedback -School staff & community feedback -Forms completed and returned -Community volunteer

			Opt Out Homerooms Schedules Locker Assignments		10 B-LS 7, 10 B-SS 2, 3	opportunities explored
Student extracurricular activities sheet	9-12	Counselors Guidance Secretary Homeroom Teachers	Secretarial preparation of sheets Google	Sept-Oct	<i>CDOS:</i> 3a 1-8 c <i>ASCA</i> B-LS 10	-Review Records -School Staff & Community Feedback -Sheet Completed and Returned -Increase Student Involvement in Extracurricular activities
Annual Individual Progress Review	9-12	Counselors	Online career search, PowerSchool Graduation Plan Selection	Sept-Jun e	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8 c <i>ASCA</i> M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Develop resumes -Complete online career search -Complete college applications -Complete scholarship applications -Employment applications
Attendance Meetings	9-12	Counselors School Nurse Administrators Social Worker	Letter to Parent PowerSchool Parent Portal	Sept-Jun e	<i>CDOS:</i> 1 1 m,n,o 3a 2,3,7 c <i>ASCA</i> M3, M4	-Demonstrate personal skills relative to future employers
Spanish & Career Exploration	10	Counselors Spanish Teacher	Google PowerPoint Presentation Classroom Discussion Group Activity Xello	Nov.	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> M 1-6	-Receive instruction and information concerning careers and the advantages of having a second language -Increase the number of students who continue to take a foreign language
Resume	9-12	Counselors	Google Docs	Sept-Jun	CDOS:	-Continue Postgraduate

Development		English & Social Studies Teachers	Online Career Search Xello	e	1 1 m,n,o 2 1 h,i,j 3a 1-8 c <i>ASCA</i> M 1-6 B-LS 5,6 B-SS 1	Planning -Develop Resumes -Utilize for college applications, scholarship applications, & employment applications
Organize 10th Graders BOCES "Career Cluster Day"	10	Counselors Counselor & BOCES Staff	Auditorium	Nov.	CDOS: 1 1 m,n,o 2 1 h,i,j ASCA M 1-6	-Explore a Vocational Career - Increase knowledge of the programs available through BOCES
Vo-tech Orientation Field Trip	10	Counselors Vo-Tech Counselor BOCES Transportation	BOCES HEWES	Jan.	CDOS: 1 1 m,n,o 2 1 h,i,j ASCA M 1-6 B-LS 1,7,9	-Increase knowledge of the programs available through BOCES -Explore a Vocational Career
Computer Based Interest Inventory & Career Research	9-12	Counselor FCS Teacher Librarian	Xello FCS Website Cromebooks	Once Per Year	CDOS 1 1 m,n,o 2 1 h,i,j 3a 1-8c ASCA M 1-6 B-LS 1,4,5	-Documentation in Career Folder -Student feedback
Exploration of Post High School Options, College Selection, College Consortium, and Visits	9-12	Counselors College Recruiters Military Recruiters Employers	College Booklets, Xello, College Sites, JCC College Career Night, Penn/York Night, College Consortium, Notification from Local Businesses, Online,	Sept June	CDOS: 1 1 m,n,o 2 1 h,i,j ASCA M 1-6 B-LS 1,4,5	-Post-Graduate Planning -Research Colleges -Select a College -Research Military Branches -Explore Career Options

			Classified ads, Labor Department, Health Fair @ WCA, Chautauqua Works, Falcons on Campus, Manufacturers Associates			
JCC College & Career Fair	9-12	Counselors JCC Faculty & Staff College Recruiters Employers	Jamestown Community College Admissions	Oct.	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> B-LS 6,7	-Post-graduate planning -Research colleges -Select a college -Research military branches -Explore career options -Learn about the financial aid process
Penn York/ College Visit	9-12	Counselors	College Representatives @ St. Bonaventure University	March	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> B-LS 6,7	-Post-graduate planning -Research colleges -Select a college -Research military branches -Explore career options -Learn about the financial aid process
Internship/Job Shadowing	11-12	Counselors Teachers Administration Local Employers Community-B ased Organizations	Chautauqua Works, E.NET Falconer Guidance	Sept June	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> B-LS 7,10 B-SS 3	-Demonstrate a knowledge of the world of work -Increase student involvement
Falcons on Campus	9-12	Counselors Guidance Secretary Transportation	JCC, St. Bonaventure SUNY Fredonia Alfred State Other campuses based on student interest Virtual Campus Tours Virtual College Fairs	OctFeb. April	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> B-LS 6,7	-Expose students to colleges and universities
Falconer College Day	9-12	Counselors	College Gear & Materials	March	CDOS:	-Expose students to colleges

		District Teachers & Staff Administration	Military Gear & Materials		1 1 m,n,o 2 1 h,i,j ASCA B-LS 6,7	and universities -Develop student & staff relationships -Promote post-graduation plans
Exploring Occupations (HUM1310)	12	Counselors JCC Faculty & Staff College Connections	JCC Curriculum, Counselor, Internet Sites, College Booklets, Recruiters, College Visits Botvin's Life Skills; Transitions Schoology Zoom Google	Jan-June	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j 3a 1-8 c <i>ASCA</i> M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9	-Assist students in achieving their career goals. -Successfully guide students in their journey from the classroom to college. -Prepare students to become financially responsible adults
Healthcare Career Fair	11-12	Counselors Teachers Chautauqua Works UPMC Staff CRCF	Chemistry Teachers, UPMC Chautauqua Local Physicians, Community healthcare workers	May	<i>CDOS:</i> 1 1 m,n,o 2 1 h,i,j <i>ASCA</i> B-LS 6,7	-Expose students to healthcare fields -Develop student relationships with potential employers -Promote Post-Graduation Plans
Financial Aid for Students	12	Counselors	FAFSA.ed.gov, CSS profile, HESC.org	Oct. – Jan.	<i>CDOS:</i> 3a 1-8 c <i>ASCA</i> B-LS 1,4,5	-Reduce Student Debt -Students will attend college for as little cost as possible -Demonstrate financial responsibility
Advanced Placement Course	12	Counselors AP Teacher	Collegeboard.com US Government & Politics AP Ordering Chromebooks APEX Microeconomics	Sept. – June Test in May	<i>CDOS</i> 2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 4, 8	-Demonstrate Academic knowledge for College Credit -Increase Number of AP Courses Offered
Scholarship	12	Counselors	Secondary Sheets	Sept	CDOS	-Students attend college for as

Processing		HS Teachers Guidance Secretary Community Members	Recommendations Transcripts, Request, falconercsd.org Guidance Webpage Chautauqua Region Community Foundation Boys and Girls State	June	2 1 h,i,j 3a 1-8c <i>ASCA</i> B-LS 2, 6, 7	little cost as possible -Create a professional, competitive application among Falconer students as well as other local students
Local Scholarship Promotion & Process	12	Counselors	CRCF Website – crcfonline.org, Falconer School Website Schoology Email	March – May	<i>CDOS:</i> 3a 1-8 c <i>ASCA</i> B-LS 2,6,7	-Reduce Student Debt -Students will attend college for as little cost as possible -Demonstrate Financial Responsibility
Scholarship Selection	11-12	Counselors	Scholarship applications Awards Assembly - May Graduation Ceremony -June	April – June	<i>CDOS:</i> 3a 1-8 c <i>ASCA</i> B-LS 2,6,7,9	-Reduce Student Debt -Student Recognition

#### **Social and Emotional Learning Objectives:**

- Demonstrate self-awareness and self-management skills essential to success in school and in life
- Demonstrate social awareness and interpersonal skills needed to establish and maintain positive relationships
- Demonstrate ethical decision-making skills and responsible behaviors in personal, school and community contexts

#### Falconer High School Social and Emotional Learning Delivery Map

Activity/Service	Target Group	Possible Participants	Resources/Materials	Date	Standards	Evaluation Method/ Outcomes
Annual Review of Guidance Programs and Comprehensive Developmental School Counseling/Guidanc e Plan	9-12	Counselors Guidance Secretary Administrator s Social Worker Psychologist Parent Prevention Works IMPACT Hospice Striders	www.nysed.gov Falconercsd.org Guidance Web Page SEL Benchmarks NYS SELB Standards ASCA Standards CDOS Standards NYSMEHL Standards	July – June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMEHL 1A. Ca- 3D. Cc. NYSSELB 1A.4a-3C. 4b 1A.5a-3C. 5b	-Review New York State Department of Education/Guidance Programs and Comprehensive Developmental School Counseling/Guidance Programs Commissioner's Regulations -Meet Social and Emotional Learning Objectives -Advisory Council Feedback -Parent & Student Feedback
Falconer Middle/High School "Back to School Bash"	9-12	Teachers Counselors School Nurse Administrator s Social Worker Students Community-B ased Organizations	Student Data Information sheets Free/Reduced Lunch forms Immunization forms Internet Access Permission Code of Conduct Opt Out Homerooms Schedules Locker Assignments	August	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMEHL 1B. Ca 1B. Ca 1B. Ce. NYSSELB 1A.4a-3C. 4b 1A.5a-3C. 5b	-Student & Parent Attendance Numbers -Student & Parent Feedback -School Staff & Community Feedback -Forms Completed & Returned -Increase in Student Involvement in Extracurricular Activities

Introduction/ Character Education/Goal Setting	9-12	Counselors Prevention Works Awareness Theater	Video PowerPoint Presentation Evidenced Based Programming Xello	September (First Day of School)	ASCA B-SS 1-9 NYSMHEL 1A. Ca-Cf NYSSELB 1C.4a-4b 1C.5a-5b	<ul> <li>-Increase student involvement in extracurricular activities</li> <li>-Increase attendance</li> <li>-Decrease discipline referrals</li> <li>-Create a positive school culture</li> </ul>
Community & Technology Class	10	Counselors Teacher Prevention Works	Business Teacher Dignity for all Students Research-Based Awareness Presentations	Sept-June	ASCA B-LS 5 NYSMHEL 2A. CC NYSSELB 1B.4a-4b	-Demonstrate safety awareness -Decrease discipline referrals -Demonstrate social awareness and interpersonal skills -Demonstrate responsible behaviors
Birthday Cards	9-12	Counselors Student Volunteers	Created Birthday Cards Decorations for Lockers Mail home	Sept-June	ASCA M 1-6 NYSMHEL 2C. Ca NYSSELB 3C.4a-4b 3C.5a-5b	-Increase Positive Student Relationships -Create a Positive School Culture
Volunteer Opportunities	9-12	Counselors Teachers Staff	Lutheran Social Services UPMC Chautauqua FCS Classrooms Various Community Based Organizations Dependent on Student Interest	Sept June	ASCA B-LS 10 NYSMHEL 2C. Ca NYSSELB 3B.4b-3C. 4b 3B.5b-5b- 3C.5b	-Community Feedback -Parent & Student Feedback -Increase Student Involvement -Increase Volunteer Hours -Demonstrate Responsible Behavior
Individual/Group Counseling/ Education	9-12	Counselors Administrator s SST Prevention	Guidance Office	SeptJune	ASCA B-LS 1 B-SMS 1,10 B-SS 3,4	<ul> <li>Increase positive student</li> <li>relationships</li> <li>Demonstrate learned skills</li> <li>Demonstrate decision-making skills and responsible</li> </ul>

		Works Hospice CPS DSS Probation Student Council SADD IMPACT Awareness Theater Peer Mentoring			NYSMHEL 3a.Ca-3D. Cc NYSSELB 1A – 3C	behaviors
Mentor Program	9-12	Counselors Social Worker Chautauqua Striders Sources of Strength	Middle School Students Training provided by Counselors & Social Worker Sources of Strength	Sept June	ASCA B-LS 10 NYSMHEL 1A – 3D NYSSELB 3B.4b-3C. 4b 3B.5b-5b3 C.5b	-Increase in Student Involvement -Increase Positive Student Relationships
Gay Straight Alliance	6-12	Counselor	Guidance Office LGBTQ Resources Research-Based Awareness Education Presentation Annual LGBTQ Conference – West Seneca Pride Center of WNY www.pridecenterwny.or g	October-Ju ne every other Wednesday 2:30-3:10	ASCA B-LS 10 B-SS 1-9 <i>NYSMHEL</i> 2B.Cc NYSSELB 2B.4a-4b 2B.5a-5b 2D.4a-4b 2D.5a-5b	<ul> <li>-Increase positive student relationships</li> <li>-Demonstrate learned skills</li> <li>-Demonstrate social awareness among peers</li> </ul>
Character Building, Bullying Prevention, and Safety	9-12	Counselor & Administrator s	Auditorium Evidence-Based Programming	SeptJune	ASCA M 1-6 B-LS 1-10	-Increase Student Involvement in Extra-Curricular Activities -Increase Attendance

Assemblies, & Classroom Presentations		Teachers	Sweet Heart & Heroes Prevention Works National Exploited & Missing Youth Salvation Army Domestic Violence Program Chautauqua Striders Zoom		B-SMS 1-10 B-SS 1-9 <i>NYSMHEL</i> 1A – 3D <i>NYSSELB</i> 1A – 3C	-Decrease Discipline Referrals -Create a Positive School Culture
Annual Individual Progress Review	9-12	Counselors Guidance Secretary	FCS Wellness Survey Falconercsd.org Guidance Web Page	Jan-June	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMHEL 1A – 3D NYSSELB 1A – 3C	-Parent/Student Feedback -Review Individual Records -Demonstrate Student Responsibility
Crisis Intervention	9-12	Principal Counselor Social Worker SST Teacher Psychologist Parent SRO	UPMC Chautauqua Transportation Outside Agency Involvement Crisis Intervention Team 1-800-724-0461	As needed	ASCA M 1-6 B-LS 1-10 B-SMS 1-10 B-SS 1-9 NYSMHEL 1A – 3D NYSSELB 1A – 3C	-Intervention Implemented -Plan of Action Generated

### Alternate Format to High School School Counseling Program Delivery

There may be extended periods of time during which traditional in-house education is not available. New York State health and safety concerns may lead to a mandated online educational format. The above listed activities and services will be modified and implemented remotely when feasible. This type of a virtual learning space will include but not be limited to the use of the following resources:

Google Classroom Zoom Schoology Email Phone Communication Class Dojo Remind

Falconer Central School



# Guidance Plan Program Development

#### **Advisory Council**

#### **Dates for Annual Review**

Widen, Julie, AdministratorSeptember 2020Judith Roach, AdministratorSeptember 2020Emily Scholeno, Health TeacherJune 2021Michelle Brunco, R.N., MSHS NurseJune 2021Drew Wilcox, Health TeacherLisa Penhollow, R.N., Gr 3-5 NurseMelissa Town, R.N., Gr 7-5 NurseAleida Foulk, Classroom TeacherTracy Schrader, Board MemberJessica McKeever, ParentLaurie Reynolds, Prevention Works Associate Director,<br/>Agency Representative

#### **Ratio of Counselor/Students**

 D. Voorhis:
 234

 K. Odell:
 200

 T. Warren:
 136

 C. Barber:
 136

 M. Wright:
 161

 A. Oehlbeck:
 214

## Falconer School District Counseling Program Development

## Plan Development Map

Activity/Service	Possible Participants	Resources/Materials	Date	Occurrence	Evaluation Method/Outcome
Program Development	Teachers Staff Counselors Guidance Secretary School Nurses Administrators Social Worker Psychologists Advisory Council	-Falconer School District Comprehensive School Counseling Plan	July-June	Continuousl y	-Annual review and update of the Counseling Plan -Review feedback on where services are insufficient and/or continued development is needed
Superintendent's Conference Day	Teachers Staff Counselors Guidance Secretary School Nurses Administrators Social Worker Psychologists Prevention Works Community-Based Organizations	-Falconer School District Comprehensive School Counseling Plan - Program Outcome Reports -Share practices -Share resources -Research-Based Awareness Presentations	August-Jun e	2 times/year *Additional presentations may be needed based on student need	-Counseling staff shares with teachers and staff practices for within the classroom addressing attendance, academics, behaviors and any other student needs -Counseling staff shares resources -Curriculum Coordinator's Post-Conference Survey

Professional Development	Counselors Social Worker Psychologists Prevention Works Community-Based Organizations	-Educational Resources -Internet -Research Based Presentations -Evidence Based Programs	July-June	4 times/year *Additional trainings may be needed based on student need	-Improve Practices & Increase Abilities
Faculty Meetings	Teachers Staff Counselors Guidance Secretary School Nurses Administrators Social Worker Psychologists	-Outside agencies as necessary deemed by student need	Sept-June	Monthly	-Counseling staff shares with teachers and staff practices for within the classroom addressing attendance, academics, behaviors and any other student needs -Share Resources
Department Meetings	Teachers Administration Counselors	-Falconer School District Comprehensive School Counseling Plan - Program Outcome Reports	Sept-June	Monthly	-Communicate concerns with teachers and staff -Review, advise on, and support implementation of the program
Flex Days	Counselors	-Falconer School District Comprehensive School Counseling Plan - Program Outcome Reports	July-June	2 days	-Review and update of the Counseling Program -Review feedback on where services are insufficient and/or continued development is needed
Advisory Council Meetings	Counselors Social Workers School Psychologist Health Teachers Classroom Teacher School Nurses Board Member	-Agenda -Meeting Minutes -Falconer School District Comprehensive School Counseling Plan - Program Outcome Reports -Review of Evidence-Based Programs	August-Jun e	2 Meetings *Additional meetings may be desired or needed and are at the discretion of the school district	-Review, advise on, and support implementation of the program -Accountability measure to help the district determine how well the program is able to address the student need and will inform the Board of Education on the need for additional resources, program

	Community Member Prevention Works Community-Based Organizations Parent			1 Meeting with Board of Education to present their annual report	development, and professional development
Board of Education Meeting	Counselors Guidance Secretary Advisory Council	-Falconer School District Comprehensive School Counseling Plan -Program Outcome Reports	Sept-June	1 Meeting Annually	-Accountability measure to help the district determine how well the program is able to address the student need and will inform the Board of Education on the need for additional resources, program development, and professional development
Data Analysis of Delivery Map	Counselors Guidance Secretary Administration Administrative Secretary	-Falconer School District Comprehensive School Counseling Plan -Attendance data -Academic data -Behavior data -Chautauqua Tapestry Data	July-June	Annual	-Gather data, review data, and respond to data with ongoing program development that is directly responsive to student need -Outcomes focus on attendance, academic, behaviors and/or adjustment services program data as well as other specific district, building or program goals addressed by the comprehensive developmental school counseling/guidance program -Data generated will assist the district with important feedback on where services are insufficient and/or continued development is needed
Closing the Gap Analysis	Teachers Staff Counselors	-Falconer School District Comprehensive School Counseling Plan	July-June	Continuousl y	-Promote Educational Equity & Success

	Guidance Secretary School Nurses Administrators Social Worker Psychologists Advisory Council	-Functional Behavior Assessment (FBA) Behavior Intervention Plan (BIP) -Data Analysis			
School Counseling Team Maintenance Planning	School Counselors	-Falconer School District Comprehensive School Counseling Plan - Program Outcome Reports	July-June	Continuousl y	-Review and update of the Counseling Plan -Review feedback on where services are insufficient and/or continued development is needed
Assessment of Resources	Counselors Social Worker Psychologists Community-Based Organizations	-Falconer School District Comprehensive School Counseling Plan - Outcome Reports www.falconercsd.org -Guidance webpage www.wnycdc.com/chautauqu a-county-resources.html	July-June	Continuousl y	-Reevaluate the Current Resources -Consistently Updating Community Resources

# Appendix A On-Line Standards

If the links below do not work, please copy and paste the URL into your browser.

The links below are provided for your information and convenience. By clicking on them, you will be leaving the Falconer Central School Website. Please be aware that we make every effort to evaluate all of the sites to which we link, however we cannot be responsible for the content provided on those sites.

New York State Career Development and Occupational Studies Learning Standards: http://www.p12.nysed.gov/cte/cdlearn/documents/cdoslea.pdf

New York State Social Emotional Learning Benchmarks: www.p12.nysed.gov/sss/documents/NYSSELBenchmarks.pdf

ASCA Mindsets & Behaviors and Common Core crosswalk: https://www.schoolcounselor.org/asca/media/asca/home/MindsetsBehaviors.pdf

NYSED Mental Health Education Literacy in Schools:

http://www.nysed.gov/common/nysed/files/programs/curriculum-instruction/continuumofwellbeingguide.pdf http://www.p12.nysed.gov/sss/sel

## Appendix **B**

#### **PROGRAM ASSESSMENT**

This scored list can help assess implementation of the amended Part 100.2(j) of the Commissioner's Regulation with related American School Counselor Association National Model<sup>1</sup> components.

	4			4
IMPLEMENTATION RATING 1=None 2=Beginning 3=Developing 4=In Full Practice	1	2	3	4
1. FOUNDATION				
a. All students K-5 have access to certified school counselor and the comprehensive program				
b. All students 6-8 have access to certified school counselor and the comprehensive program				
c. All students 9-12 have access to certified school counselor and the comprehensive program				
d. Program vision and mission are developed in alignment with district vision and mission				1
e. Program focus and annual goals are developed in alignment with district goals				1
f. Relevant student competencies and standards K-12 are adopted to provide measurable knowledge, attitude and skill outcomes				
g. School counselor professional competencies and ethical standards are regularly reviewed and applied				1
2. MANAGEMENT				
a. Program delivery is mapped including district goal, activities and services, students served, timeline				
student standards, program objectives, staff and resources, evaluation & assessment methods				
b. Program monthly and annual calendars are provided for communicating about the program				
c. Advisory Council meets twice annually to review program goals and results, and provide advisement				1
3. DELIVERY				
a. An annual individual progress review is provided to all students 6-12 to review each student's				
career/college planning and readiness, academic progress and social/emotional development	<b> </b>			
b. Core curriculum instruction is provided by a certified school counselor to all students K-5 addressing student competencies in career/college planning and readiness, academic progress and social/emotional development				
c. Core curriculum instruction is provided by a certified school counselor to all students 6-8 addressing student competencies in career/college planning and readiness, academic progress and social/emotional development				
d. Core curriculum instruction is provided by a certified school counselor to all students 9-12 addressing student competencies in career/college planning and readiness, academic progress and social/emotional development				
e. Direct and indirect student services are provided K-5 to assist students with academic, attendance and				
behavior needs such as individual and group counseling, advisement, consultation and referral				
f. Direct and indirect student services are provided 6-8 to assist students with academic, attendance and				
behavior needs such as individual and group counseling, advisement, consultation and referral				
g. Direct and indirect student services are provided 9-12 to assist students with academic, attendance and behavior needs such as individual and group counseling, advisement, consultation and referral				
h. Information on college and careers is provided to all students in grades K-5				
i. Information on college and careers is provided to all students in grades K-5				
	<u> </u>			
j. Information on college and careers is provided to all students in grades 9-12				
4. ACCOUNTABILITY				
a. Program data is analyzed annually resulting in gap action pans and program adjustments	<u> </u>			
b. A program outcomes report is presented to the District Board of Education annually				
c. The Advisory Council provides a report to the District Board of Education annually				

<sup>&</sup>lt;sup>1</sup> See ASCA National Model (2012). Alexandria, VV: American School Counselor Association; or visit https://www.schoolcounselor.org/school-counselors:members/asca-national-model

d. The Program is posted on the district and school websites.			
Т	OTAL SCORE		

## Appendix C

#### Annual Program Outcomes Report Guidelines

Each plan shall include preparation of a program outcomes report that is presented to the Board of Education annually. This report needs to include an analysis of all systematic components of the comprehensive developmental school counseling/guidance program. It provides evaluation of the effectiveness of program activities and informs program improvement decisions The result is a data-informed comprehensive developmental school counseling/guidance program with focused programming, effective interventions and increased responsiveness.

The program outcomes report focuses on district goals addressed by the comprehensive developmental school counseling/guidance program including attendance, academic, behavioral and/or adjustment program data. It is also important to address ESSA<sup>2</sup> indicators such as school climate, graduation rates, chronic absenteeism, and college/career and civic readiness.

There are different ways to format this report. For ideas, see The American School Counselor Association National Model<sup>3</sup> which uses a chart format similar to Appendix B: Program Delivery Map; or California's Support Personnel Accountability Report Card (SPARC)<sup>4</sup> which uses a narrative format.

The Advisory Council also provides an annual report to the Board of Education which serves as a complement to the annual program outcomes report to help inform their decisions.

Below is a list to illustrate the report components to include. This list would be repeated for each outcome addressed by the comprehensive developmental school counseling/guidance program. For more examples see Making Data Work: An ASCA National Model Publication<sup>5</sup>.

#### **Outcome measured**

- Related program goal and objectives
- Program activities and services to support program goal
- Program data:
  - ° **Process** what you did for whom (how many)
  - Perception what people think hey know, believe or can do (pre/post tests, needs assessments, program evaluations, opinion surveys, achievement of competencies, changes in attitudes or beliefs, gains in knowledge)
  - ° **Results/Outcomes** evidence of impact (achievement, behavior, attendance)
- Analysis of data
- Recommendations

<sup>&</sup>lt;sup>2</sup> See New York State Board of Regents presentation on ESSA April 9, 2018,

https://www.regents.nysed.gov/common/regents/files/P-12%20-%20 ESSA%20 Presentation.pdf

<sup>&</sup>lt;sup>3</sup> see Accountability. (2012) in ASCA National Model (3<sup>rd</sup> ed., pp. 99-124). Alexandria, VA: American School Counselor Association; or visit: https://www.schoolcounselor.org/school-counselors-members/asca-national-model

<sup>&</sup>lt;sup>4</sup> see SPARC Support Personnel Accountability Report Card examples: https://www.sparconline.net/Home/Videos

<sup>&</sup>lt;sup>5</sup> see Young, A., & kaffenberger, C (2013). Making data work: An ASCA National Model Publication, Alexandria, VA American School Counselor Association.