

McGraw Central School

K-12 Comprehensive Developmental School Counseling Plan 2020-2021

*This is a living document that is continually updated.

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K-12 Counseling Program Overview

The purpose of the school counseling program is to impart specific skills and learning opportunities in a proactive, preventive manner, ensuring all students can achieve school success through academic, career and personal/social development experiences. The Comprehensive Developmental School Counseling/Guidance Plan targets three domains of development:

Academic – learning to learn

Career – learning to work

Personal/Social – learning to live

The Comprehensive Developmental School Counseling Plan will:

1. Address the needs of all students.
2. Be an integral part of the instructional program and total educational experience.
3. Include structured activities based upon the needs of each student, including preventative, developmental, and remedial services.
4. Provide accountability and continuous improvement through annual review of student progress and program and staff evaluation.
5. Include appropriate professional development for all staff to maintain a quality program.
6. Depend upon the support and collaboration of administrators, teachers and other school personnel, students and the community.
7. Be coordinated by certified school counselors.

Student Support Services Members

School Counselors

Nicole Granteed
(Grades PK-4)

Catherine Rieck
(Grades 5-8)

Patricia Walter
(Grades 9-12)

School Psychologist

Beverly Dodici

District Vision Statement

The Mission of the McGraw Central School District is to pursue the maximum fulfillment of each student's potential. We will accomplish this by identifying student outcomes based on excellence, fostering and enhancing student opportunities, emphasizing student enthusiasm, and promoting parent, school, and community involvement.

District Mission and Vision Statements

- *The Mission of the McGraw Central School District is to pursue the maximum fulfillment of each child's individual potential.*
- *We will accomplish this by:*
 - *identifying and working towards goals for student achievement*
 - *fostering and enhancing opportunities for all students*
 - *emphasizing student enthusiasm, empowerment and engagement*
 - *developing respectful, caring and responsible citizens*
 - *and promoting parent, school, and community involvement.*

School Counseling Program Vision Statement

The vision of the McGraw School Counseling Program is to prepare each student to successfully graduate from High School college and/or career ready, with the academic, career, and personal/social strategies to engage in high quality opportunities in life and the community to reach their fullest potential.

School Counseling Program Mission Statement

The mission of the McGraw Comprehensive School Counseling Plan is to identify and advocate for equity, access, and maximum potential of every student. Through partnership and collaboration with students, teachers, administrators, parents, and the community, the School Counselors will help all students become respectful, caring, and responsible citizens.

Competencies

Competencies are specific expectations that relate directly to American School Counselor Association (ASCA) standards.

ACADEMIC	CAREER	PERSONAL/SOCIAL
<p>Standard A <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Improve Academic Self-Concept 2. Acquire Skills for Improving Learning 3. Achieve School Success <p>Standard B <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Improve Learning 2. Plan to Achieve Goal <p>Standard C <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Relate School to Life Experiences 	<p>Standard A <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Develop Career Awareness 2. Develop Employment Readiness <p>Standard B <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Acquire Career Information 2. Identify Career Goals <p>Standard C <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Acquire Knowledge to Achieve Career Goals 2. Apply Skills to Achieve Career Goals 	<p>Standard A <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Acquire Self-Knowledge 2. Acquire Interpersonal Skills <p>Standard B <i>Students will:</i></p> <ol style="list-style-type: none"> 1. Utilize Self-Knowledge <p>Standard C <i>Student will:</i></p> <ol style="list-style-type: none"> 1. Acquire Personal Safety Skills

Comprehensive Program: K-5

Goals for Current School Year:

Academic:

Through the collaboration of school staff, students will achieve academic success through education, prevention, early identification and intervention.

Career Development:

Through the collaboration of school staff and community members, students will be provided with a broad introduction and understanding of careers.

Personal/Social:

Through the collaboration of school staff, students will work individually and in small groups to develop coping skills to function within school settings.

K-5 SCHOOL COUNSELING PLAN WORKSHEET

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Academic - Services provided to help students implement strategies and activities to support and maximize each student's ability to learn.				
IEP/504 Counseling	K-5	School Counselor, School Psychologist	Sept. - June	Progress Notes, Staff and Parent Input
Academic Assessments	K-5	School Psychologist, Teachers	Sept. - June	Report Cards, Computer Programs: STAR, Achieve 3000
Child Study Team Meetings	K-5	School Counselor, Teachers, School Psychologist, and Principal	Sept. - June	Staff Input, Academic Records
CSE Meetings	K-5	CSE Chairperson, School Psychologist, Teachers, School Counselor, Parents	Sept. - June	Staff and Parent Input, Academic Records
ELA and Math Support	K-5	AIS (Academic Intervention Services) Teachers	Sept. - June	Academic Assessments
Collaboration Meetings	K-5	Teachers	Sept. - June	Academic Records

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Career - Services provided to help students 1) understand the connection between school and the world of work and 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the lifespan.				
Career Education	K-5	Teachers	Sept. - June	Staff and Parent Input
Career Day Presentations	5	School Counselor, Teachers, Community Members	May	Staff and Student Input
Social/Emotional Development - Services provided to help students manage emotions and learn and apply interpersonal skills.				
Individual and Group Counseling	K-5	School Counselors, School Psychologist	Sept. - June	Student Performance, Observations, Parent, Staff, and Student Input, School Records
Crisis Intervention, CPI	K-5	School Counselors, School Psychologist, Staff	Sept. - June	Student Performance, Observations, Parent, Staff, and Student Input, School Records
Classroom Social Skills Lessons	K-5	School Counselors, Teachers	Sept. - June	Student Performance, Observations, Parent, Staff, and Student Input, School Records
Collaborate with Outside Agencies	K-5	School Counselors, School Psychologist, Principal	Sept. - June	Referral Forms
Positivity Project Lessons	K-5	School Counselors, Teachers	Sept. - June	Student Performance

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Provide Resources to Staff on Social/Emotional Skills	K-5	School Counselors, School Psychologist	Sept. - June	Student Performance, Observations, Parent, Staff, and Student Input, School Records
Classroom Intervention, Behavior Plans & Functional Behavior Assessments	K-5	School Counselors, School Psychologist	Sept. - June	Student Performance, Observations, Parent, Staff, and Student Input, School Records
Transition Support	K-5	Staff	Sept. - June	School Records, Parent, Staff, and Student Input
Record Review of New Entrance	K-5	Staff	Sept. - June	School Records
Transition to Middle School Lesson	5	School Counselor	June	Exit Survey

Comprehensive Program: 6-8

Goals for Current School Year:

Academic:

Students will understand the relationship of academics to success in high school and the world of work.

Career Development:

Every student will identify individual strengths and career interests. Students will investigate careers in relation to knowledge of self.

Personal/Social:

Students will understand how to be part of a community and demonstrate awareness of self and others.

6-8 SCHOOL COUNSELING PLAN WORKSHEET

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Academic - Services provided to help students implement strategies to support and maximize each student's ability to learn.				
Parent Night	5	School Counselor, Principal	May	Parent Input
CSE/504 Meetings	5, 6, 7, 8	School Psychologist, School Counselor, and Teachers	Sept. - June	Staff and Parent Input, Academic Records
6th Grade Locker Set up Day	6	School Counselor	September	Exit Survey
Guidance Lessons	6, 7, 8	School Counselor	Sept. - June	Student Input
RTI Data Team Meetings	6, 7, 8	Administrator, School Counselors, School Psychologist, Teachers	Sept. - June	STAR, RTI Data Tracking
Academic Meetings for Students Failing Courses	6, 7, 8	School Counselors	Sept. - June	Counseling Data Google Sheet

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Individual Course Selection and Scheduling Meetings	6, 7, 8	School Counselors	Jan - June	Counseling Data Google Sheet
Parent - Teacher Conferences	6, 7, 8	All Staff	November Date Set or On-going by Request	Google Sheet

Open House	6, 7, 8	All Staff	September	Parent Input
Career - Services provided to help students 1) understand the connection between school and the world of work and 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the lifespan.				
Mock Job Interviews	8	8th Grade FACS	Semester 1, Semester 2	Peer and Adult Feedback
8th Grade Career Unit in Home and Careers; Career Research Project	8	8th Grade FACS, School Counselors	Semester 1, Semester 2	Classroom assessments

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Social/Emotional Development - Services you provided to help students manage emotions and learn and apply interpersonal skills.				
IEP/504 Counseling	6, 7, 8	School Counselor, School Psychologist	Sept. - June	Progress Notes, Staff and Parent Input
Individual and Crisis Counseling	6, 7, 8	School Counselor	Sept. - June	SCUTA Documentation
Referrals to Outside Agencies	6, 7, 8	School Counselor, School Psychologist	Sept. - June	Referrals
Mental Health/Emotional Health/Stress Management Unit	6	FACS	Sept. - June	Classroom Assessments

Comprehensive Program: 9-12

Goals for Current School Year:

Academic:

Students will complete school with the academic preparation essential to choose from a wide range of post-secondary options.

Career Development:

Students will understand the relationship between personal characteristics, education, training, and the world of work.

Personal/Social:

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

9-12 SCHOOL COUNSELING PLAN WORKSHEET

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Academic - Services provided to help students implement strategies and activities to support and maximize each student's ability to learn.				
Review Transcript and Academic Requirements in Classroom Settings and individually	9-12	School Counselor	Sept. - June	Transcript Audit SchoolTool Reports Pre/Post Surveys
Individual Annual Progress Reviews (4-year Graduation Plans) and next year scheduling	9-12	School Counselor	Jan. - Apr.	4-year Graduation Plans Academic Records
Coordinate Standardized Testing (PSAT, SAT, and ACT)	10-12	School Counselor	All year	College Board (K-12 Score Reporting Portal) ACT Portal
Coordinate Standardized Test Accommodations for Students with Disabilities (PSAT, SAT, and ACT)	10-12	School Counselor, School Psychologist	Sept. - June	College Board (K-12 Score Reporting Portal) ACT Portal SSD Services for College Board
Teach Study Skills, Testing Taking Tips, and Organizational Strategies	9-12	School Counselor, Teachers	Sept. - June	SchoolTool Reports Student, Parent, and Teacher Input
Differentiated Teaching and/or Assessments for All Student Learners	9-12	Teachers, Case Managers, School Psychologist	Sept. - June	Teacher Input

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Conduct Informational Sessions on Academic Options (8th Grade Parent Night, Assemblies w/ students for teachers to describe courses available.)	9-12	School Counselor, Teachers	Aug - June	Event Evaluation Parent Input Student Input
Advocate for students with educational needs such as referrals to Response To Intervention (R.T.I.)	9-12	School Counselor, Teachers, Principal, School Psychologist	Sept. - June	Problem Solving Documentation R.T.I. Direct
Schedule Academic Intervention Services (AIS)	9-12	School Counselor, Teachers, Principal	Sept. - June	Student Schedules Academic Records
Career - Services provided to help students 1) understand the connection between school and the world of work and 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the lifespan.				
Educate Students and Families on College Opportunities Through Informational Programs Such as Jr. Parent Night, College Night, Financial Aid Workshop, and Regional and On-line College Fairs	9-12	School Counselor, Teachers, Community Members	Sept. - June	School Calendar Event Evaluation
Access to College Education (A.C.E.) Program	9-12	School Counselor and A.C.E. Director	Sept. - June	Evaluation Surveys

Post-Secondary Planning With Students and Their Families	9-12	School Counselor	Year Round	Academic Record
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ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Employment Support For All Students and distribution of NYS Working Papers	9-12	School Counselor, Teachers, School Counseling Office Secretary	Sept. - June	Student Input
Provide Career Lessons Through Guidance Direct Program	9-12	School Counselor, Teachers	Sept. - June	Evaluations
Coordinate College Admissions and Military Visits for Student Information and Career Development	10-12	School Counseling Office Secretary	Sept. - June	Evaluations
Career and Technical Education (CTE) Courses Through OCM BOCES and For Career Exploration	9-12	Teacher	Sept. - June	Student Transcript CTE/WBL Hours Career Plans
Create Resumes, Cover Letters, and Job Interview Techniques Including Transferable Skills Identification	12	Teachers, School Counselor	Sept. - June	Senior Seminar Course, Career and Academic Success Course, Career Plans

Guest Speakers in Classes, Field Trips to Local Employers and Career Fairs/Manufacturing Fairs	9-12	Teachers, School Counselor, Community Members	Sept. - June	
Administer Student Exit Survey and Senior Career Form To Students To Identify Post-Secondary Plans	12	School Counselor	September and April -June	Student Exit Survey Senior Career Form

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Social/Emotional Development - Services provided to help students manage emotions and learn and apply interpersonal skills.				
IEP/504 Counseling	9-12	School Counselor	Sept. - June	Progress Notes
Individual and Crisis Counseling	9-12	School Counselor	Sept. - June	SCUTA Documentation
Referrals to Outside Services and Agencies	9-12	School Counselor	Sept. - June	Referrals
Conflict Mediation	9-12	Principal, School Counselor	Sept. - June	Discipline Referrals
9th Grade Transition and New Student Orientation	9 and 9-12 Transfer Students	School Counselor, Teachers	Throughout the Transition Year	Attendance Reports, Discipline Reports
Liberty Partnership Program	9-12	LPP Mentor, School Counselor, Teachers	Sept. - June	Annual Report
Mental Health Unit in Health Class	11-12	Health Teacher	Sept. - June	Unit Assessment

ACTIVITY	TARGET GRADE	RESPONSIBLE STAFF	DATES	DATA COLLECTION AND EVALUATION
Promote the Involvement and Development of Extracurricular Activities	9-12	Teachers, Coaches, Faculty Advisors, Principal, School Counselor	Sept. - June	Rosters

The K-12 Comprehensive Developmental School Counseling Plan will be reviewed by the Advisory Council on an annual basis. The Advisory Council is reflective of the McGraw community. The council includes students, parents, teachers, school counselors, the school psychologist, McGraw Board of Education member(s) and administrators. The council will meet at least twice per year to review and update the plan. The K-12 Comprehensive Developmental School Counseling Plan will be available on the district website.