

# Valley Stream Central High School District Comprehensive School Counseling Plan

2019-2020



## **Valley Stream Central High School District Mission Statement**

The mission of the Valley stream Central High School District focuses on ensuring that all of our students are Learning, Achieving, & Succeeding!

## **Comprehensive School Counseling Mission Statement**

The mission of the Valley Stream Central High School District's school counseling Department is aligned with the districts mission to provide all students with a comprehensive school counseling program centered around an engaging curriculum that encourages the maximum level of student achievement through their growth in academic, career and personal/social domains.

## **Valley Stream Central High School District School Counseling Program Services**

In collaboration with teachers, administrators, parents, community and a caring diverse learning environment, the school counselors are active advocates and contribute to the school community as a whole by helping to center the schools focus on ensuring that all students will strive to reach their personal full potential and be successful lifelong learners and problem solvers.

## Valley Stream Central High School Districts School Counseling Staff 7-12

*Mrs. Kelly Whitney-Rivera, District Director of Guidance*

### *Kamillah Dawkins, PPS Assistant Principal, Memorial Junior High School*

Michael DiGiovanna, School Counselor Memorial Junior High School

Michele Jackson, School Counselor, Memorial Junior High School

Laura Mesa, School Counselor, Memorial Junior High School

Alexandra Panos, School Counselor, Memorial Junior High School

### *Robert Milani, PPS Assistant Principal, Central High School*

Kathleen Hardy, School Counselor, Central High School

Tina Kosel, School Counselor, Central High School

Amy La Personerie, School Counselor, Central High School

Ronald Rini, School Counselor, Central High School

Kathryn Sciocchetti, School Counselor, Central High School

### *Robin Small, PPS Assistant Principal, North High School*

Tamra Bloeth, School Counselor, North High School

Joshua Brodsky, School Counselor, North High School

Jamie Carbone, School Counselor, North High School

Michelle Lopez, School Counselor, North High School

Nicole Maier, School Counselor, North High School

Grace Pariti, School Counselor, North High School

***Thomas Zervas, PPS Assistant Principal, South High School***

Patricia Antonelli, School Counselor, South High School

Jeanne Battaglia, School Counselor, South High School

Karen Cooney, School Counselor, South High School

Philip Corsentino, School Counselor, South High School

Lori Dugan, School Counselor, South High School

Jon Miale, School Counselor, South High School

## Guidance Plan Worksheet

School Name: Memorial Junior High School

Development Area: Academic

- A) Program Objective: To assist students achieve academic success
- B) Target Population: Grades 7-9
- C) Expected outcomes:
  1. Achieve School Success
  2. Improve learning
- D) Annual Assessment:
  1. Review State and Local Assessments
  2. Review academic placement, teacher reports, progress reports and report cards.
- E) Program Description:

| Program Activity              | Timeline           | Student Focus                      | Staff & Resources   | Program Goal   | Measure of Program Impact   |
|-------------------------------|--------------------|------------------------------------|---|--|---|
| 7th Grade Student Orientation | August             | New 7 <sup>th</sup> grade entrants | Counselors, Administration, Parents, Students             | To familiarize new students with the building and help set up for a successful year. | Measure student and parent attendance at event.                           |
| 7th Grade Team Meetings       | All year/Bi-weekly | 7 <sup>th</sup> grade students     | School Counselors, 7th grade team teachers, PPS as needed | Discuss teacher concerns; coordinate plan of action (parent meetings, etc.)          | Increase in the number of parent/team meetings and overall communication. |
| Child Study Team Meetings     | All year/Bi-weekly | All students (as needed)           | PPS Staff   | To identify students who may be in crisis and formulate an action plan.              | Improvement of Academic & Social  |

|                                    |                      |                          |   |  |  |
|------------------------------------|----------------------|--------------------------|---|--|--|
|                                    |                      |                          |   | Monitor social, emotional and academic needs of these students.  | Emotional performance  |
| Initial CSE Determination Meetings | All year             | All students (as needed) | School Counselor, Special Ed. Teacher, General Ed. Teacher, Special Ed. Chairperson, School Psychologist, Social Worker, Related Services Providers, Parent, etc. | Review evaluation, consult on potential placement, accommodations and services   | Academic and social/emotional improvement due to committee review and recommendations. |
| Individual Counseling              | All year (as needed) | All students (as needed) | School Counselor  | Support students academically, emotionally and socially.   | Measure progress on individual goals.  |
| PPS Meetings                       | All year weekly      | All students             | School counselors, and AP of Guidance   | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students.               | All PPS staff are aware of departmental programming and their roles.                   |
| JHS District Meetings              | All year monthly     | All students             | School counselors, & District Director  | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students' districtwide. | Up to date on new state regulations; student/parent attendance at district events.     |
| Naviance Lessons                   | All year             | All grades               | School Counselors   | Introduction to and sign in to Naviance.   | Number of students who have registered for Naviance.                                   |
| Back to School Night               | September            | All students             | All building Staff  | To meet families and provide necessary resources and referrals.  | Measure parent attendance at event.  |

|  |              |  |  |   |   |
|--|--------------|--|--|---|---|
| Accelerated Program Student Contract Meeting | September    | 7 <sup>th</sup> & 8 <sup>th</sup> grade students & parents | Department Chairs, AP of Guidance, Counselors  | To lay out framework and expectations of the accelerated/advanced programs  | Signed parent/student contract  |
| New Entrant Orientation                      | October      | New Entrants all grades                                    | School psychologists, social worker, school counselor, student activities director, and Administration           | To meet with all new entrants and assist them in forming relationships with other new entrants and building support staff | Completion of ice breaker activity  |
| College Day                                  | October      | 9 <sup>th</sup> grade students                             | JH Counselors, & CHS Seniors   | Reinforce HS expectations and the importance of building a strong transcript.   | Students' awareness of graduation requirements and expectations   |
| 7 <sup>th</sup> grade Classroom Lesson       | October      | 7 <sup>th</sup> grade students                             | School Counselors, Math Department   | Familiarize students with the building grading policy, expectations, resources, extra-curricular activities, etc.         | Student feedback at the closure of the session  |
| Parent Teacher Conferences                   | November     | All students   | Building faculty, school counselors, parents and students.   | Address parents' concerns; create action plan and appropriate follow up   | Measure parent attendance   |
| Annual Reviews                               | January-June | Special Education Students                                 | Parents, Special Education Chair, Counselors, Teacher of Record, General Ed. Teacher, Related Services providers | Progress, placement and accommodation review  | Student is appropriately placed with proper accommodations based on the committee review and recommendations. |
| Course Scheduling for 2020-2021 school year  | January-June | All students   | School Counselors  | Accurately schedule students for the following year   | Improve accuracy of student scheduling.   |

|  |                |   |   |   |   |
|--|----------------|---|---|---|---|
| Four Years & Beyond                              | January        | 8 <sup>th</sup> grade students & parents                    | School Counselors, & Director of Guidance   | To act as the first step in the JHS to HS transition. Provides families with tips for academic scheduling and HS planning | Measure student and parent attendance at event  |
| High School Articulation                         | January        | 9 <sup>th</sup> grade students                              | Junior and Senior High counselors   | Discuss social/emotional and academic concerns and student strengths  | High school counselors have an increased awareness of the incoming 10 <sup>th</sup> grade students. |
| NCAA Night                                       | February       | All student Athletes  | School Counselors, Director of Guidance, Director of Athletics, Coaches from Valley Stream and Local Colleges/Universities. | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role.    | Increase in the number of student athletes registered with the NCAA.                                |
| College Day Part 2                               | February       | 9 <sup>th</sup> grade students                              | School Counselors   | First review of mid-year “official” transcript and reinforcement of academic expectations.                                | Student survey  |
| 8 <sup>th</sup> grade Student/Parent conferences | February-March | 8 <sup>th</sup> grade students and parents                  | School counselors   | To create a realistic graduation plan and review 9 <sup>th</sup> grade course requests.                                   | Accurate course selection for 9 <sup>th</sup> grade year; increased student involvement.            |
| Early College/Career Info Night                  | March          | 9 <sup>th</sup> & 10 <sup>th</sup> grade students & parents | School Counselors, & Director of Guidance   | To give students and families detailed information regarding the college and career planning process.                     | Increase in student’s ability to connect their interests to college and careers.                    |
| Articulation meetings with                       | March          | Incoming 7 <sup>th</sup> grade students                     | School counselors, elementary school teachers,  | Gain insight on incoming students’ needs, strengths, history, concerns, etc.  | Scheduling accuracy   |



|  |          |   |   |   |   |
|--|----------|---|---|---|---|
| Elementary Districts                             |          |   | psychologists, district director, & Guidance AP's   |   |   |
| 6 <sup>th</sup> grade Orientation                | March    | Incoming 7 <sup>th</sup> grade students             | School Counselors, Administration, 9 <sup>th</sup> grade Student Helpers, Athletic Director, Student Activities Director. | Familiarize students w3ith the building, policies, and expectations. Introduction to building staff.                                | Measure student attendance at event.  |
| 504 meetings                                     | May-June | All eligible 504 students                           | School psychologist, AP (chairperson), nurse, school counselor, parent, student   | Progress, placement and accommodation review  | Student receives appropriate accommodations and services based on their 504 plan. |
| 6 <sup>th</sup> grade Student/Parent Orientation | May      | Incoming 7 <sup>th</sup> grade students and parents | School Counselors, AP's and Principal   | Tour guide for counselor caseload, introduction to the role of a school counselor. Answer parent questions following presentations. | Parents signed up for various opportunities offered at Memorial.                  |
| Summer School Registration                       | June     | All students as needed                              | Counselors, Clerical Staff, parents and students  | Students that need to repeat a course are enrolled and registered for the appropriate courses in order to stay on track.            | Number of (required) students who attend summer school.                           |
| Guidance Advisory Board Meeting                  | June     | All Students  | Advisory Board Members  | To review and update Comprehensive school Counseling Plan for 19-20 school year.  | School Counseling Plan is up to date, accurate and implemented.                   |

School Name: Memorial Junior High School

Development Area: Social Emotional Learning

- A) Program Objective: Students will acquire the knowledge, attitudes, and interpersonal skills necessary to understand and respect self/others. Additionally, students will be able to make decisions, set goals, and take necessary actions to achieve goals.
- B) Target Population: grades 7-9
- C) Expected outcomes:
  - 1. Acquire self-knowledge
  - 2. Acquire Interpersonal Skills
- D) Annual Assessment:
  - 1. Climate Survey
- E) Program Description:

| Program Activity              | Timeline             | Student Focus                      | Staff & Resources                                       | Program Goal   | Measure of Program Impact                                    |
|-------------------------------|----------------------|------------------------------------|---|--|--|
| 7th Grade Student Orientation | August               | New 7 <sup>th</sup> grade entrants |   | To familiarize new students with the building and help set up for a successful year. | Measure student and parent attendance at event.              |
| New Entrant Meetings          | All year (as needed) | New entrants                       | School Counselors, AP of Guidance, Guidance secretaries | To help new students transition successfully to Memorial JHS.                        | Student is able to read/follow schedule and school policies. |
| Individual Counseling         | All year (as needed) | All students (as needed)           | School Counselor  | Support students academically, emotionally and socially.                             | Measure progress on individual goals.                        |

|                     |  |  |   |   |   |
|---------------------|--|--|---|---|---|
| Lunch Groups        | All year in 6-8-week session increments. | All students (as needed)                         | School Counselor  | Work on improving a specific skill set based on area of need.   | Improvement based on determined goals         |
| Re-entry Meetings   | All year (as needed)                     | All students (as needed)                         | School Counselors, Administration, Parent, Student, other PPS members (as needed) | Assess and assist in transition back to school  | Improvement in student behavior               |
| Advisory            | All year                                 | 7 <sup>th</sup> & 8 <sup>th</sup> grade students | All Faculty   | Create a safe and non-judgmental space to allow students to create relationships and connect with the school community.   | Climate Survey                                |
| Restorative Justice | All year                                 | All students (as needed)                         | Administration, staff, faculty, students & parents.                               | A practice that can be used proactively, to develop relationships and build community or reactively, to respond to wrongdoing, conflicts and problems. Circles give people the opportunity to speak and listen to one another in an atmosphere of safety, decorum and equality. | Positive change in behavior and relationships |
| PPS Meetings        | All year weekly                          | All students                                     | School Counselors, & AP of Guidance   | Discuss upcoming events and needs of the department.  | All PPS staff are aware of departmental       |

|                            |                  |                            |  |   |   |
|----------------------------|------------------|----------------------------|--|---|---|
|                            |                  |                            |  | Collaborate and plan to meet the needs of our students  | programming and their roles.  |
| JHS District Meetings      | All year monthly | All Students               | School Counselors & District Director  | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students' district wide. | Up to date on new state regulations; student/parent attendance at district events |
| Back to School Night       | September        | All students               | All building staff   | To meet families and provide necessary resources and referrals  | Measure parent attendance at event  |
| New Entrant Orientation    | October          | New entrants in all grades | School psychologists, social worker, school counselor, student activities director, and Administration | To meet with all new entrants and assist them in forming relationships with other new entrants and building support staff   | Completion of ice breaker activity  |
| Club Fair                  | October          | All students               | Student Activities Director, Club Advisors, Counselors   | Encourage student involvement and offer extra-curricular activities.  | Increased number of students involved in clubs and sports.                        |
| Parent Teacher Conferences | November         | All students               | Building faculty, school counselors, parents, & students.  | Address parents' concerns; create action plan and appropriate follow up.  | Measure parent attendance.  |

|  |                |  |  |   |   |
|--|----------------|--|--|---|---|
| Volunteer Fair                                   | December       | All Students                               | School Counselor, & Social Worker  | Connect students to local volunteer opportunities. Develop school/community relationship            | Increased number of students volunteering (survey)  |
| High School Articulation                         | January        | 9 <sup>th</sup> grade students             | Junior and Senior High Counselors  | Discuss social/emotional and academic concerns and student strengths.                               | High school counselors have an increased awareness of the incoming 10 <sup>th</sup> grade students. |
| 8 <sup>th</sup> grade Student/Parent Conferences | February-March | 8 <sup>th</sup> grade students and parents | School Counselors  | To create a realistic graduation plan and review 9 <sup>th</sup> grade course requests.             | Accurate course selection for 9 <sup>th</sup> grade year; increased student involvement             |
| Articulation meetings with Elementary Districts  | March          | Incoming 7 <sup>th</sup> grade students    | School counselors, elementary school teachers, psychologists, district director, & Guidance AP's                         | Gain insight on incoming students' needs, strengths, history, concerns, etc.                        | Scheduling accuracy.  |
| 6 <sup>th</sup> grade Orientation                | March          | Incoming 7 <sup>th</sup> grade students    | School Counselors, Administration, 9 <sup>th</sup> Grade Student Helpers, Athletic Director, Student Activities Director | Familiarize students with the building, policies, and expectations. Introduction to building staff. | Measure student attendance at event   |
| 504 Meetings                                     | May- June      | All eligible 504 students                  | School Psychologist, AP (chairperson), nurse, school   | Progress, placement and accommodation review.   | Student receives appropriate accommodations   |

|  |      |  |   |   |  |
|--|------|--|---|---|--|
|  |      |  | counselor, parent & student.                    |   | and services based on their 504 plan.                            |
| 6 <sup>th</sup> grade Student/Parent Orientation | May  | Incoming 7 <sup>th</sup> grade students    | School Counselors, AP's and Principal           | Tour guide for counselor caseload, introduction to the role of a school counselor. Answer parent questions following presentations. | Parents signed up for various opportunities offered at Memorial. |
| 8 <sup>th</sup> grade Moving Up Ceremony         | June | 8 <sup>th</sup> grade students and parents | School Counselors, Administration and Teachers. | Recognize student success and promotion to High School.   |  |
| Guidance Advisory Board Meeting                  | June | All Students                               | Guidance Advisory Board Members                 | To review and update Comprehensive school Counseling Plan for the 19-20 school year.  | School Counseling Plan is up to date, accurate and implemented.  |

School Name: Memorial Junior High School

Development Area: College/Career Readiness

A) Program Objective: To provide students with exposure to and opportunities to create their own College/Career goals.

B) Target Population: Grades 7-9

C) Expected outcomes:

1. Increased knowledge of College/ Career options.
2. Increase in student’s ability to connect their interests to college and careers

D) Annual Assessment:

1. Student Surveys
2. Annual Student Individual Progress Reports

E) Program Description:

| Program Activity      | Timeline             | Student Focus            | Staff & Resources                     | Program Goal   | Measure of Program Impact  |
|-----------------------|----------------------|--------------------------|---------------------------------------|--|--|
| Individual Counseling | All year (as needed) | All students (as needed) | School Counselors                     | Support students academically, emotionally and socially.   | Measure progress on individual goals.  |
| JHS District Meetings | Monthly all year     | All students             | School Counselors & District Director | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students’ districtwide. | Up to date on new state regulations; student/parent attendance at district events. |

|                            |                         |  |  |  |  |
|----------------------------|-------------------------|--|--|--|--|
| PPS meetings               | Weekly meeting all year | All students                             | AP of Guidance and School Counselors                     | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students. | All PPS staff are aware of departmental programming and their roles. |
| Naviance Lesson            | Throughout the year.    | All students                             | School Counselors  | Introduction and sign-in to Naviance program   | Number of students who have registered for Naviance                  |
| College Day                | October                 | 9 <sup>th</sup> grade students           | JH Counselors, CHS Seniors                               | Reinforce HS expectations and the importance of building a strong transcript                                 | Students' awareness of graduation requirements and expectations      |
| Club Fair                  | October                 | All students                             | Student Activities Director, Club Advisors, Counselors   | Encourage student involvement and offer extra-curricular activities  | Increased number of students involved in clubs and sports.           |
| Parent Teacher Conferences | November                | All students                             | Building faculty, school counselors, parents, & students | Address parents' concerns; create action plan and appropriate follow up                                      | Measure parent attendance.   |
| Volunteer Fair             | December                | All students                             | School Counselor & Social Worker                         | Connect students to local volunteer opportunities. Develop school/community relationship                     | Increased number of students volunteering (survey)                   |
| 4 Years & Beyond           | January                 | 8 <sup>th</sup> grade students & parents | School Counselors, 7 District Director                   | To act as the first step in the JHS to HS transition.  | Measure students and parent attendance at event                      |



|   |                |   |   |  |   |
|---|----------------|---|---|--|---|
|   |                |   |   | Provides families with tips for academic scheduling and HS planning  |   |
| NCAA Night  | February       | All Student Athletes  | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream and Local Colleges/ Universities | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role. | Increase in the number of student athletes registered with the NCAA.                                |
| 8 <sup>th</sup> grade students parent conferences | February - May | 8 <sup>th</sup> grade students and parents                    | School Counselors   | To create a realistic graduation plan and review 9 <sup>th</sup> grade course requests.                                | Accurate course selection for 9 <sup>th</sup> grade year; increased student involvement.            |
| Early College/Career Info Night                   | March          | 9 <sup>th</sup> & 10 <sup>th</sup> grade students and parents | School Counselors & Director of Guidance  | To give students and families detailed information regarding the college and career planning process.                  | Increase in student's ability to connect their interests to college and careers.                    |
| High School Articulation                          | March          | 9 <sup>th</sup> grade students                                | Junior and Senior High counselors   | Discuss social/emotional and academic concerns and strengths.  | High school counselors have an increased awareness of the incoming 10 <sup>th</sup> grade students. |
| Career Day & Dress for Success                    | March          | All Students  | Counselors, CTE department, students,   | To expose students to a variety of careers   | Student survey  |

|                           |          |                               |  |   |  |
|---------------------------|----------|-------------------------------|--|---|--|
|                           |          |                               | administration,<br>community<br>members, &<br>Alumni |   |  |
| College Day Part 2        | February | 9 <sup>th</sup> grade student | School Counselors                                    | First review of mid-year 'official' transcript and reinforce expectations               | Student survey   |
| Guidance Advisory Meeting | June     | All Students                  | Advisory Board                                       | To review current year and update upcoming year's Comprehensive School Counseling Plan. | School Counseling Plan is up to date, accurate and implemented |

## Guidance Plan Worksheet

School Name: Central High School

Development Area: Academic

A) Program Objective: To assist students achieve academic success

B) Target Population: Grades 10-12

C) Expected outcomes:

1. Achieve School Success
2. Improve learning

D) Annual Assessment:

1. Review State and Local Assessments
2. Review academic placement, teacher reports, progress reports and report cards.

E) Program Description:

| Program Activity        | Timeline             | Student Focus                               | Staff & Resources                   | Program Goal   | Measure of Program Impact   |
|-------------------------|----------------------|---|-------------------------------------|--|---|
| Individual Counseling   | All year (as needed) | All students (as needed)                    | School Counselors                   | Support students academically, emotionally and socially                      | Measure progress on individual goals.   |
| Senior At-Risk Meetings | All year (as needed) | 12 <sup>th</sup> grade students (as needed) | School Counselors, AP's & Principal | Identify students at-risk for not graduating. Create strategies for success. | Improvement of Academic & Social Emotional performance. Review graduation rates and summer school enrollment. |
| At-Risk Meetings        | All year (as needed) | All students (as needed)                    | School Counselors                   | Identify students at-risk for not  | Improvement of Academic & Social  |

|  |                |                                     |                                     |  |   |
|--|----------------|-------------------------------------|-------------------------------------|--|---|
|  |                |                                     |                                     | graduating. Create strategies for success.   | Emotional performance.<br>Review graduation rates and summer school enrollment. |
| 10 <sup>th</sup> grade student orientation   | August         | New entrants 10 <sup>th</sup> grade | Administration                      | To familiarize new students with the building and help set up for a successful year.       | Student Attendance  |
| Back to School Night                         | September      | Grades 10-12                        | Administration, & School Counselors | Offer Social/Emotional support and provide Academic information to families.               | Track parent Meetings with school counselors                                    |
| New Entrant Orientation                      | October        | 10 <sup>th</sup> grade              | Administration                      | To help new students transition successfully to Central HS                                 | Student attendance  |
| Student Progress Report/ Report Card Reviews | October - June | All students                        | School Counselors                   | Meet with students one-on-one to review progress and implement improvement plan if needed. | Improvement of Academic & Social Emotional performance                          |
| Parent Teacher Conferences                   | December       | All students                        | Teachers, & School Counselors       | To offer academic & social emotional support to families & address questions and concerns  | Track parent Meetings with school counselors                                    |

|  |                   |   |   |  |   |
|--|-------------------|---|---|--|---|
| Course Scheduling for 2020-2021 school year      | December-February | All students                                | School Counselors                       | To ensure all students are scheduled appropriately and are on track for graduation.  | Improve accuracy of student scheduling. Review regent diploma type & graduation rate. |
| Junior Student Parent Conferences                | February- May     | 11 <sup>th</sup> grade students and parents | School Counselors                       | Promote College readiness by meeting with students & families individually to review college application process, develop career plan and address specific needs & concerns. | Track meeting attendance  |
| Junior Class College Lesson on College Admission | April             | 11 <sup>th</sup> grade                      | School Counselors                       | Preview of the college application process.  | Meeting attendance  |
| Senior outcome lesson: Confirming post HS Plans  | May               | 12 <sup>th</sup> grade students             | School Counselors                       | Senior Survey  | Review post-graduation survey.  |
| Guidance Advisory Board Meeting                  | June              | All students                                | Members of the Guidance Advisory Board. | To review current year and update upcoming year's Comprehensive School Counseling Plan.  | School Counseling Plan is up to date, accurate and implemented                        |

School Name: Central High School

Development Area: Social Emotional Learning

- A) Program Objective: Students will acquire the knowledge, attitudes, and interpersonal skills necessary to understand and respect self/others. Additionally, students will be able to make decisions, set goals, and take necessary actions to achieve goals.
- B) Target Population: grades 10-12
- C) Expected outcomes:
  - 1. Acquire self-knowledge
  - 2. Acquire Interpersonal Skills
- D) Annual Assessment:
  - 1. Climate Survey
- E) Program Description:

| Program Activity                   | Timeline             | Student Focus                       | Staff & Resources | Program Goal  | Measure of Program Impact  |
|------------------------------------|----------------------|-------------------------------------|-------------------|---|--|
| Crisis Intervention                | All year (as needed) | All students (as needed)            | School Counselors | Support students academically, emotionally and socially during times of crisis. | Students ability to problem solve and ability to obtain available resources. |
| Individual Counseling              | All year (as needed) | All students (as needed)            | School Counselors | Support students academically, emotionally and socially                         | Measure progress on individual goals.  |
| 10 <sup>th</sup> grade orientation | August               | New entrants 10 <sup>th</sup> grade | Administration    | To familiarize new students with the building and help                          | Student attendance   |

|                                 |           |                                 |  |   |  |
|---------------------------------|-----------|---------------------------------|--|---|--|
|                                 |           |                                 |  | set up for a successful year.   |  |
| Back to School Night            | September | All students                    | Administration, & School Counselors    | Offer Social/Emotional support and provide Academic information to families.              | Track parent meetings with school counselors.                  |
| New Entrant Orientation         | October   | 10 <sup>th</sup> grade          | Administration                         | To help new students transition successfully to Central HS                                | Student attendance   |
| Parent Teacher Conferences      | November  | All students                    | Teachers, & School Counselors          | To offer academic & social emotional support to families & address questions and concerns | Track parent meetings with school counselor.                   |
| Senior Graduation               | June      | 12 <sup>th</sup> grade students | School Counselors                      | Support all students in completing the necessary requirements to obtain a NYS HS diploma  | Graduation Rate & Diploma Types.                               |
| Guidance Advisory Board Meeting | June      | All students                    | Members of the Guidance Advisory Board | To review current year and update upcoming year's Comprehensive School Counseling Plan.   | School Counseling Plan is up to date, accurate and implemented |

A) Program Objective: To provide students with exposure to and opportunities to create their own College/Career goals.

B) Target Population: Grades 10-12

C) Expected outcomes:

1. Increased knowledge of College/ Career options.
2. Increase in student’s ability to connect their interests to college and careers

D) Annual Assessment:

1. Student Surveys
2. Annual Student Individual Progress Reports

E) Program Description:

| Program Activity     | Timeline  | Student Focus                       | Staff & Resources   | Program Goal  | Measure of Program Impact  |
|----------------------|-----------|-------------------------------------|---|---|--|
| AP Information Night | August    | All students enrolled in AP courses | PPS Assistant Principals, Director of Guidance, & Assistant Superintendent for Curriculum & Instruction | To support 12 <sup>th</sup> grade families in understanding the changes to the AP exam payment process. | Number of students that register for the AP exam before end of early registration. |
| Senior College Night | September | 12 <sup>th</sup> grade students     | Director of Guidance  | To support 12 <sup>th</sup> grade families in beginning the college application process.                | Parent & Student attendance  |



|   |                      |  |   |   |  |
|---|----------------------|--|---|---|--|
| College Rep Visits                      | September - December | 11 <sup>th</sup> & 12 <sup>th</sup> grade students | College Rep Liaison and college rep           | To give students an opportunity to gather more information about colleges/universities of interest.         | Track number of College Representatives  |
| Senior Class College Application Lesson | September            | 12 <sup>th</sup> grade                             | School Counselors                             | Introduce students to the college application online process  | Measure how many students successfully create common application accounts or CUNY/SUNY accounts  |
| Financial Aid Night                     | October              | 12 <sup>th</sup> grade Students                    | Director of Guidance                          | To support 12 <sup>th</sup> grade families with the financial aid process.                                  | Increase in the number of students that schedule Senior College meeting and increase in the number of students that file applications. |
| Career Week Lesson                      | October              | 10 <sup>th</sup> grade students                    | School Counselors                             | Help promote career & college readiness by providing a classroom career inventory lesson plan via Naviance. | Track how many students complete “Do what you are” assessment on Naviance.   |
| College Fair                            | November             | 11 <sup>th</sup> & 12 <sup>th</sup> Grade          | School Counselors, PPS Assistant Principal, & | Increase college readiness by providing students access to meet with  | Student attendance & College Rep attendance  |

|  |                   |   |  |  |  |
|--|-------------------|---|--|--|--|
|  |                   |   | District Director of Guidance                    | college reps and obtain college information.   |  |
| On-Site Admissions Program                       | November-December | 12 <sup>th</sup> grade                    | School Counselors & College Admission Counselors | Offer opportunities for students to have application fee waivers & admission decisions from select local colleges  | Number of students who participate and get accepted.           |
| Junior student parent conferences                | February - May    | 11 <sup>th</sup> grade students & parents | School Counselors                                | Promote College readiness by meeting with students & families individually to review college application process, develop career plan and address specific needs & concerns. | Meeting attendance   |
| Junior Class College Lesson on College Admission | April             | 11 <sup>th</sup> grade students           | School Counselors                                | Preview of the college application process   | Meeting attendance   |
| Senior Outcome Lesson; Confirming Post HS Plan   | May               | 12 <sup>th</sup> grade students           | School Counselors                                |  | Review graduation survey                                       |
| Guidance Advisory Board Meeting                  | June              | All students                              | Members of the Guidance Advisory Board           | To review current year and update upcoming year's Comprehensive School Counseling Plan.  | School Counseling Plan is up to date, accurate and implemented |

## Guidance Plan Worksheet

School Name: North High School

Development Area: Academic

- A) Program Objective: To assist students achieve academic success
- B) Target Population: Grades 7-12
- C) Expected outcomes:
  1. Achieve School Success
  2. Improve learning
- D) Annual Assessment:
  1. Review State and Local Assessments
  2. Review academic placement, teacher reports, progress reports and report cards.
- E) Program Description:

| Program Activity                          | Timeline                    | Student Focus                      | Staff & Resources   | Program Goal   | Measure of Program Impact        |
|---|-----------------------------|------------------------------------|---|--|----------------------------------|
| 7 <sup>th</sup> grade student orientation | August                      | 7 <sup>th</sup> grade New entrants | Counselors, AP's, Principal, social worker, school psychologist, nurse, athletic director, activities director, grades advisor, ENL chair, and upper classmen | To familiarize new students with the building and help set up for a successful year. | Attendance                       |
| SST Meeting                               | All year (monthly meetings) | All students (as needed)           | PPS Staff, AP's and Principal   | Monitor academic progress and social   | Improvement of Academic & Social |

|                             |                             |   |  |   |  |
|-----------------------------|-----------------------------|---|--|---|--|
|                             |                             |   |  | emotional wellbeing of at-risk students   | Emotional performance  |
| Team Meetings               | All year (weekly meetings)  | All 7 <sup>th</sup> grade students          | School Counselors, social worker, psychologist, & Teachers | To monitor students progress, discuss any concerns and plan for upcoming focus activities.  | Improvement of Academic & Social Emotional performance.  |
| Individual Counseling       | All year (as needed)        | All students (as needed)                    | School Counselors  | Counseling focusing on academic, and social emotional needs on an individual basis.   | Measure progress on individual goals.  |
| Senior At-Risk Meetings     | All year (as needed)        | 12 <sup>th</sup> grade students (as needed) | School Counselors, AP's, & Principal                       | Identify students at-risk for not graduating. Create strategies for success.  | Improvement of Academic & Social Emotional performance. Review graduation rates and summer school enrollment |
| PPS Meeting                 | All year (monthly Meetings) | All students                                | PPS Staff  | Discuss upcoming events and needs of the department. Collaborate with other PPS staff to meet the needs of our students. Discuss departmental concerns. | All PPS staff are aware of departmental programming and their roles.   |
| Counselor District meetings | All year (monthly meetings) | All students                                | School Counselors and District                             | Discuss upcoming events and needs of  | Up to date on new state regulations;   |

|                      |                      |                                     |   |   |  |
|----------------------|----------------------|-------------------------------------|---|---|--|
|                      |                      |                                     | Director of Guidance  | the department. Collaborate and plan to meet the needs of our students' district wide.                  | student/parent attendance at district events.  |
| Pre-CSE Meeting      | All year (quarterly) | All students (as needed)            | PPS Staff   | Increase appropriate placement of students and collaboration at CSE meetings.                           | Number of students that are referred to CSE  |
| AP Information Night | September            | All students enrolled in AP courses | PPS Assistant Principals, Director of Guidance, & Assistant Superintendent for Curriculum & Instruction | To support 12 <sup>th</sup> grade families in understanding the changes to the AP exam payment process. | Number of students that register for the AP exam before end of early registration.   |
| Senior College Night | September            | 12 <sup>th</sup> grade              | School Counselors, & District Director of Guidance  | To support 12 <sup>th</sup> grade families in beginning the college application process.                | Increase in the number of students that schedule Senior College meeting and increase in the number of students that file applications. |
| Back to School Night | September            | All students                        | All Staff and Faculty   | Meet with parents to become familiar with the needs of the students                                     | Parent attendance  |

|   |          |   |  |  |   |
|---|----------|---|--|--|---|
| Financial Aid Night                             | October  | 12 <sup>th</sup> grade                                      | School Counselors, & District Director of Guidance   | To support 12 <sup>th</sup> grade families with the financial aid process.   | Increase in the number of Students that complete FASFA forms.   |
| First-Generation College Night                  | October  | All First-Generation College students                       | School Counselors, District Director of Guidance, & guest speak from SUNY Financial Aid office           | To help families that are applying to College for the first time navigate the application and financial aid process. | Student attendance in correlation with FAFSA completion rates, and application completion.  |
| Parent Teacher Conferences                      | November | All students  | School Counselors & parents  | Help parents with issues that may have arrived after meeting with the Teacher  | Parent Attendance.  |
| Articulation meetings with Elementary Districts | December | 6 <sup>th</sup> grade students/ Incoming 7th grade students | School Counselors, elementary school teachers, psychologists, social workers, AP's and District Director | Familiarize with incoming students, particularly at-risk students  | Schedule students in appropriate placement. Meet with building administrators to discuss any concerns and provide counseling if needed. |
| Four Years & Beyond                             | January  | 8 <sup>th</sup> grade student & parents                     | School Counselors, & District Director of Guidance   | To act as the first step in the JHS to HS transition. Provides families with tips for academic                       | Student attendance  |

|  |                |   |   |   |  |
|--|----------------|---|---|---|--|
|  |                |   |   | scheduling and HS planning  |  |
| Course Scheduling 2020-2021 school year          | January- March | All students                                | School Counselors   | To make sure students are meeting graduation requirements and that they are in an appropriate education level     | Improve accuracy of student scheduling.                              |
| Junior College Night                             | February       | 11 <sup>th</sup> grade students and parents | School Counselors, District Director of Guidance, & guest speaker from the Princeton Review | Become familiar with the college process and timeline. Learn how to navigate Naviance and Common App.             | Student attendance   |
| 8 <sup>th</sup> grade student-parent conferences | February- May  | 8 <sup>th</sup> grade students & parents    | School Counselors   | To create a realistic graduation plan and schedule 9th grade classes  | Appropriate and accurate scheduling and graduation plan.             |
| Junior Student Parent Conferences                | February- May  | 11 <sup>th</sup> grade students & parents   | School Counselors   | Increase student and parent knowledge of the college process and create a realistic college/career list and plan. | Attendance   |
| NCAA Night                                       | February       | All student athletes & their parents        | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream      | To ensure that students interested in participating in College Athletics are aware of the                         | Increase in the number of student athletes registered with the NCAA. |

|  |       |  |   |   |  |
|--|-------|--|---|---|--|
|  |       |  | and Local Colleges/<br>Universities   | NCAA process and<br>their role  |  |
| Early College/Career<br>Information Night              | March | 9 <sup>th</sup> & 10 <sup>th</sup> grade<br>students and<br>parents  | School Counselors,<br>& District Director<br>of Guidance  | To give families<br>detailed<br>information<br>regarding the<br>college and career<br>planning process.         | Students<br>Attendance   |
| 6 <sup>th</sup> grade<br>student/parent<br>orientation | May   | Current 6 <sup>th</sup> grade<br>students /parents<br>(incoming 7 <sup>th</sup> grade<br>students/parents) | Counselors, AP's,<br>Principal, social<br>worker, school<br>psychologist, nurse,<br>athletic director,<br>activities director,<br>grades advisor,<br>ENL chair, and<br>upper classmen | To familiarize new<br>students and<br>parents with the<br>building and help<br>set up for a<br>successful year. | Attendance and exit<br>ticket  |
| Advisory Board<br>Meeting                              | June  | All students   | Members of the<br>Advisory Board  | To review and<br>update<br>Comprehensive<br>school Counseling<br>Plan for 19-20<br>school year.                 | School Counseling<br>Plan is up to date,<br>accurate and<br>implemented. |



School Name: North High School

Development Area: Social Emotional Learning

A) Program Objective: Students will acquire the knowledge, attitudes, and interpersonal skills necessary to understand and respect self/others. Additionally, students will be able to make decisions, set goals, and take necessary actions to achieve goals.

B) Target Population: grades 7-12

C) Expected outcomes:

1. Acquire self-knowledge
2. Acquire Interpersonal Skills

D) Annual Assessment:

1. Climate Survey
2. Program Description:

| Program Activity                          | Timeline                   | Student Focus                    | Staff & Resources             | Program Goal   | Measure of Program Impact   |
|---|----------------------------|----------------------------------|-------------------------------|--|---|
| 7 <sup>th</sup> grade student orientation | August                     | Incoming 7 <sup>th</sup> graders |                               | To familiarize new students with the building and help set up for a successful year. | Classroom PowerPoint Icebreaker to assess students' knowledge of the building |
| SST meetings                              | All year (monthly meeting) | All students (as needed)         | PPS staff, AP's and Principal | Monitor academic progress and social emotional wellbeing of at-risk students         | Improvement of Academic & Social Emotional performance                        |

|                         |                            |   |                                    |  |  |
|-------------------------|----------------------------|---|------------------------------------|--|--|
| Senior At-Risk Meetings | All year (as needed)       | 12 <sup>th</sup> grade students (as needed) | School Counselor, AP's & Principal | Improvement of Academic & Social Emotional performance. Review graduation rates and summer school enrollment             | Improvement of Academic & Social Emotional performance. Review graduation rates and summer school enrollment |
| Team Meetings           | All year (monthly meeting) | All students in 7 <sup>th</sup> grade       | School Counselors, & Teachers      | To monitor students' progress, discuss any concerns and plan for the next month.   | Improvement of Academic & Social Emotional performance.  |
| Pre-CSE Meeting         | All year (quarterly)       | All students (as needed)                    | PPS Staff                          | Increase appropriate placement of students and collaboration at CSE meetings.  | Number of students that are referred to CSE  |
| Individual Counseling   | All year (monthly meeting) | All students (as needed)                    | School Counselors                  | Counseling focusing on academic, and social emotional needs on an individual basis.                                      | Measure progress on individual goals.  |
| PPS Meetings            | All year (monthly meeting) | All students                                | PPS Staff                          | Discuss upcoming events and needs of the department. Collaborate with other PPS staff to meet the needs of our students. | All PPS staff are aware of departmental programming and their roles.   |

|  |                            |   |  |   |   |
|--|----------------------------|---|--|---|---|
|  |                            |   |  | Discuss students going to CSE   |   |
| Counselor District Meetings                      | All year (monthly meeting) | All students  | School Counselors, & District Director   | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students' district wide. | Up to date on new state regulations; student/parent attendance at district events.  |
| Back to School Night                             | September                  | All students  | All Staff & Faculty  | Meet with parents to become familiar with the needs of the students   | Parent feedback form  |
| Parent Teacher Conferences                       | November                   | All students  | School Counselors, & Parents   | Help parents with issues that may have arrived after meeting with the Teacher   | Monitor academic, social and emotional behavior, in addition to record reviews.   |
| Articulation meetings with Elementary Districts  | December                   | 6 <sup>th</sup> grade students / Incoming 7 <sup>th</sup> grade | School Counselors, elementary school teachers, psychologists, social workers, AP's and District Director | Familiarize with incoming students, particularly at-risk students   | Schedule students in appropriate placement. Meet with building administrators to discuss any concerns and provide counseling if needed. |
| 8 <sup>th</sup> grade Student-Parent Conferences | February - May             | 8 <sup>th</sup> grade students & parents                        | School Counselors  | To create a realistic graduation plan   | Graduation rates and decrease level   |

|  |                |  |   |   |  |
|--|----------------|--|---|---|--|
|  |                |  |   | and schedule 9th grade classes  | changes in high school.  |
| Junior Student Parent Conferences                | February - May | 11 <sup>th</sup> grade students & parents  | School Counselors   | Increase student and parent knowledge of the college process and create a realistic college/career list and plan.     | College acceptance rates   |
| NCAA Night                                       | February       | All student athletes & their parents   | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream and Local Colleges/ Universities | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role | Increase in the number of student athletes registered with the NCAA.                             |
| 6 <sup>th</sup> Grade Student Orientation        | April          | Current 6 <sup>th</sup> grade students (incoming 7 <sup>th</sup> grade students)                 | School Counselors, AP's, Principal  | To familiarize new students with the building and help set up for a successful year                                   | Classroom PowerPoint Icebreaker to assess students' knowledge of the building.                   |
| 6 <sup>th</sup> Grade Student/Parent Orientation | May            | Current 6 <sup>th</sup> grade students/parents (incoming 7 <sup>th</sup> grade students/parents) | School Counselors, AP's, Principal  | To familiarize new students and parents with the building and help set up for a successful year                       | To familiarize new students and parents with the building and help set up for a successful year. |
| Senior Graduation                                | June           | 12 <sup>th</sup> grade students & parents  | Staff and Faculty   | Recognize student success and accomplishments   | Graduation statistics  |

|                        |      |              |                               |  |   |
|------------------------|------|--------------|-------------------------------|--|---|
| Advisory Board Meeting | June | All Students | Members of the Advisory Board | To review and update Comprehensive school Counseling Plan for 19-20 school year. | School Counseling Plan is up to date, accurate and implemented. |
|------------------------|------|--------------|-------------------------------|--|---|

School Name: North High School

Development Area: College/Career Readiness

A) Program Objective: To provide students with exposure to and opportunities to create their own College/Career goals.

B) Target Population: Grades 7-12

C) Expected outcomes:

1. Increased knowledge of College/ Career options.
2. Increase in student’s ability to connect their interests to college and careers

D) Annual Assessment:

1. Student Surveys
2. Annual Student Individual Progress Reports

E) Program Description:

| Program Activity     | Timeline  | Student Focus          | Staff & Resources                                  | Program Goal   | Measure of Program Impact  |
|----------------------|-----------|------------------------|--|--|--|
| Senior College Night | September | 12 <sup>th</sup> grade | School Counselors, & District Director of Guidance | To support 12 <sup>th</sup> grade families in beginning the college application process. | Increase in the number of students that schedule Senior College meeting and increase in the number of students that file applications. |

|                                |                      |  |  |  |   |
|--------------------------------|----------------------|--|--|--|---|
| College Rep Visits             | September – December | 11 <sup>th</sup> & 12 <sup>th</sup> grade students | College Rep Liaison and College Reps   | To give students an opportunity to gather more information about colleges/universities of interest.                    | Compare the number of students that attend visit, to the number of students that apply and are accepted to each specific college/university |
| On-Site Admission              | October- December    | 12 <sup>th</sup> grader students                   | Counselors, & College Reps   | To give students an opportunity to apply early to several local colleges/universities in a personal one on one setting | Application acceptance and attendance.  |
| Financial Aid Night            | October              | 12 <sup>th</sup> grade                             | School Counselors, & District Director of Guidance   | To support 12 <sup>th</sup> grade families with the financial aid process.   | Increase in the number of Students that complete FASFA forms.   |
| College Day                    | October              | 9 <sup>th</sup> grade                              | School Counselors  | Help 9th grade students to look and plan ahead for college   | Exit ticket   |
| First-Generation College Night | October              | All First-Generation College Students              | School Counselors, District Director of Guidance, & guest speaker from SUNNY financial Aid | To help families that are applying to College for the first time navigate the application and financial aid process.   | Student attendance in correlation with FAFSA completion rates, and application completion.  |
| College Fair                   | November             | 9 <sup>th</sup> – 12 <sup>th</sup> grade           | School Counselors, PPS Assistant Principal, &  | Encourage students to attend fair to gain more knowledge of  | Student Attendance  |

|  |                |   |   |   |   |
|--|----------------|---|---|---|---|
|  |                |   | District Director of Guidance   | different universities and institutions   |   |
| Parent Teacher Conferences                         | November       | All Students                              | School Counselors, & Parents  | Help parents with issues that may have arrived after meeting with the Teacher   | Monitor academic, social and emotional behavior, in addition to record reviews. |
| Four Years & Beyond                                | January        | 8 <sup>th</sup> grade students & Parents  | School Counselors, & District Director of Guidance  | To act as the first step in the JHS to HS transition. Provides families with tips for academic scheduling and HS planning | Student attendance in correlation with planned academic program                 |
| Junior College Night                               | February       | 11 <sup>th</sup> grade students           | School Counselors, District Director of Guidance, & Guest Speaker from the Princeton Review | To make sure students are meeting graduation requirements and that they are in an appropriate education level             | Improve accuracy of student scheduling.   |
| 8 <sup>th</sup> grade Student – Parent Conferences | February - May | 8 <sup>th</sup> grade students & parents  | School Counselors   | To create a realistic graduation plan and schedule 9th grade classes  | Graduation rates and decrease level changes in high school.                     |
| Junior Student Parent Conferences                  | February - May | 11 <sup>th</sup> grade students & parents | School Counselors   | Increase student and parent knowledge of the college process and create a realistic college/career list and plan.         | College acceptance rates  |



|  |          |   |   |   |  |
|--|----------|---|---|---|--|
| Early College/Career Information Night | March    | 9 <sup>th</sup> & 10 <sup>th</sup> grade students | School Counselors, & District Director of Guidance  | To give families detailed information regarding the college and career planning process.                              | Student attendance   |
| NCAA Night                             | February | All student athletes & their parents              | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream and Local Colleges/ Universities | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role | Increase in the number of student athletes registered with the NCAA. |
| Advisory Board Meeting                 | June     | All students                                      | Members of the Advisory Board   | To review and update Comprehensive school Counseling Plan for 19-20 school year.                                      | School Counseling Plan is up to date, accurate and implemented.      |

## Guidance Plan Worksheet

School Name: South High School

Development Area: Academic

- A) Program Objective: To assist students achieve academic success
- B) Target Population: Grades 7-12
- C) Expected outcomes:
  1. Achieve School Success
  2. Improve learning
- D) Annual Assessment:
  1. Review State and Local Assessments
  2. Review academic placement, teacher reports, progress reports and report cards.
- E) Program Description:

| Program Activity                          | Timeline                   | Student Focus                      | Staff & Resources   | Program Goal   | Measure of Program Impact                              |
|---|----------------------------|------------------------------------|---|--|--|
| 7 <sup>th</sup> grade student orientation | August                     | 7 <sup>th</sup> grade New entrants | School Counselors, Teachers, & AP's                                 | To familiarize new students with the building and help set up for a successful year. | Student Attendance                                     |
| Team Meeting                              | All year (weekly meetings) | All students (as needed)           | PPS Staff, Dean, Nurse, Special Education Chair, AP's and Principal | Monitor academic progress and social emotional wellbeing of at-risk students         | Improvement of Academic & Social Emotional performance |

|                             |                             |                                     |   |   |  |
|-----------------------------|-----------------------------|-------------------------------------|---|---|--|
| Individual Counseling       | All year (as needed)        | All students (as needed)            | School Counselors   | Counseling focusing on academic, and social emotional needs on an individual basis.   | Measure progress on individual goals.  |
| PPS Meeting                 | All year (monthly Meetings) | All students                        | PPS Staff   | Discuss upcoming events and needs of the department. Collaborate with other PPS staff to meet the needs of our students.    | All PPS staff are aware of departmental programming and their roles.               |
| Counselor District meetings | All year (monthly meetings) | All students                        | School Counselors and District Director of Guidance   | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students' district wide. | Up to date on new state regulations; student/parent attendance at district events. |
| AP Information Night        | September                   | All students enrolled in AP courses | PPS Assistant Principals, Director of Guidance, & Assistant Superintendent for Curriculum & Instruction | To support 12 <sup>th</sup> grade families in understanding the changes to the AP exam payment process.                     | Number of students that register for the AP exam before end of early registration. |
| Senior College Night        | September                   | 12 <sup>th</sup> grade              | School Counselors, & District Director of Guidance  | To support 12 <sup>th</sup> grade families in beginning the college application process.                                    | Increase in the number of students that schedule Senior College meeting and        |

|                                |           |                                       |   |  |  |
|--------------------------------|-----------|---------------------------------------|---|--|--|
|                                |           |                                       |   |  | increase in the number of students that file applications.                                 |
| Back to School Night           | September | All students                          | All Staff and Faculty   | Meet with parents to become familiar with the needs of the students  | Parent feedback form   |
| Grade Level Assemblies         | September | All students                          | School Counselors, Social Workers, Psychologist, Dean, Class Advisor, Activities Coordinator, AP's, & Principal | To provide the students with all of the necessary information and resources to help them ensure academic, social and emotional success | Student attendance   |
| Financial Aid Night            | October   | 12 <sup>th</sup> grade                | School Counselors, & District Director of Guidance  | To support 12 <sup>th</sup> grade families with the financial aid process.   | Increase in the number of Students/Parents that complete FASFA forms.                      |
| First-Generation College Night | October   | All First-Generation College students | School Counselors, District Director of Guidance, & guest speak from SUNY Financial Aid office                  | To help families that are applying to College for the first time navigate the application and financial aid process.                   | Student attendance in correlation with FAFSA completion rates, and application completion. |
| Club Fair                      | October   | All students                          |   | Encourage student involvement &  | Number of students involved in clubs & sports.   |

|   |                   |  |  |   |  |
|---|-------------------|--|--|---|--|
|   |                   |  |  | offer extra-curricular activities.  |  |
| 7 <sup>th</sup> grade class lesson              | October           | 7 <sup>th</sup> grade  | School Counselors  | Teach students how to log onto the student portal to check their grades, and review progress reports. Also log onto Naviance and register for account | Review Goal Setting Survey results   |
| Parent Teacher Conferences                      | October -November | All students   | School Counselors & parents  | Help parents with issues that may have arrived after meeting with the Teacher   | Parent attendance  |
| College Day                                     | November          | 9 <sup>th</sup> grade  | School Counselors  | Teaching 9th grade students about the college admissions process and the importance of a strong transcript  | Check for understanding of graduation requirements and a strong HS transcript for college admissions, completion of an activities resume and exit ticket |
| Articulation meetings with Elementary Districts | December          | 6 <sup>th</sup> grade students/<br>Incoming 7th grade students | School Counselors, elementary school teachers, psychologists, social workers, AP's and District Director | Familiarize with incoming students, particularly at-risk students   | Schedule students in appropriate placement. Meet with building administrators to discuss any concerns and  |

|  |          |  |   |  |   |
|--|----------|--|---|--|---|
|  |          |  |   |  | provide counseling if needed.   |
| Naviance Lessons                       | December | 7-9 <sup>th</sup> grade students                 | School Counselors   | To log onto & register Naviance accounts. Students will also be able to identify which learning style works best for them, and how they can utilize those learning styles to be more successful. | Number of students that complete the survey.                                    |
| Programming Lessons & Progress Reviews | January  | 8 <sup>th</sup> -11 <sup>th</sup> grade students | School Counselors   | To make sure that students are appropriately scheduled & check in on academic progress.  | Student Failures & Graduation rate  |
| Four Years & Beyond                    | January  | 8 <sup>th</sup> grade student & parents          | School Counselors, & District Director of Guidance  | To act as the first step in the JHS to HS transition. Provides families with tips for academic scheduling and HS planning  | Student attendance  |
| Junior College Night                   | February | 11 <sup>th</sup> grade students & parents        | School Counselors, District Director of Guidance, & guest speaker from the Princeton Review | Become familiar with the college process and timeline. Learn how to navigate   | Student Attendance in correlation with college applications the following year. |

|  |                |   |   |   |  |
|--|----------------|---|---|---|--|
|  |                |   |   | Naviance and Common App.  |  |
| Course Scheduling 2020-2021 school year          | January- March | All students  | School Counselors   | To make sure students are meeting graduation requirements and that they are in an appropriate education level         | Improve accuracy of student scheduling.                              |
| 8 <sup>th</sup> grade student-parent conferences | February- May  | 8 <sup>th</sup> grade students & parents                      | School Counselors   | To create a realistic graduation plan and schedule 9th grade classes  | Graduation rates and decrease level changes in high school.          |
| Junior Student Parent Conferences                | February- May  | 11 <sup>th</sup> grade students & parents                     | School Counselors   | Increase student and parent knowledge of the college process and create a realistic college/career list and plan.     | College acceptance rates   |
| NCAA Night                                       | February       | All student athletes & their parents                          | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream and Local Colleges/ Universities | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role | Increase in the number of student athletes registered with the NCAA. |
| Early College/Career Information Night           | March          | 9 <sup>th</sup> & 10 <sup>th</sup> grade students and parents | School Counselors, & District Director of Guidance  | To give families detailed information regarding the college and career planning process.                              | Student & parent attendance  |

|  |       |   |  |  |   |
|--|-------|---|--|--|---|
| 6 <sup>th</sup> grade Orientation                  | April | Current 6 <sup>th</sup> grade students (incoming 7 <sup>th</sup> grade students)                  | School Counselors, AP's, Principal   | To familiarize new students with the building and help set up for a successful year.             | Classroom PowerPoint Icebreaker to assess students' knowledge of the building.  |
| 6 <sup>th</sup> grade student/parent orientation   | May   | Current 6 <sup>th</sup> grade students /parents (incoming 7 <sup>th</sup> grade students/parents) | School Counselors, AP's, Principal   | To familiarize new students and parents with the building and help set up for a successful year. | Attendance and exit ticket  |
| Articulation Meetings with the Elementary District | March | Current 6 <sup>th</sup> grade students (incoming 7 <sup>th</sup> grade students)                  | School Counselors, elementary school teachers, psychologists, social workers, AP's and District Director | Familiarize with incoming students, particularly at-risk students.                               | Schedule students in appropriate placement. Meet with building administrators to discuss any concerns and provide counseling if needed. |
| Advisory Board Meeting                             | June  | All students  | Members of the Advisory Board  | To review current year and update upcoming year's Comprehensive School Counseling Plan.          | To assess if the needs are being met while aligning with NY State standards.  |



School Name: South High School

Development Area: Social Emotional Learning

A) Program Objective: Students will acquire the knowledge, attitudes, and interpersonal skills necessary to understand and respect self/others. Additionally, students will be able to make decisions, set goals, and take necessary actions to achieve goals.

B) Target Population: grades 7-12

C) Expected outcomes:

1. Acquire self-knowledge
2. Acquire Interpersonal Skills

D) Annual Assessment:

1. Climate Survey

E) Program Description:

| Program Activity                          | Timeline                  | Student Focus                    | Staff & Resources   | Program Goal   | Measure of Program Impact   |
|---|---------------------------|----------------------------------|---|--|---|
| 7 <sup>th</sup> grade student orientation | August                    | Incoming 7 <sup>th</sup> graders |   | To familiarize new students with the building and help set up for a successful year. | Classroom PowerPoint Icebreaker to assess students' knowledge of the building |
| Team meetings                             | All year (weekly meeting) | All students (as needed)         | PPS staff, Dean, Nurse, Special Education Chair, AP's and Principal | Monitor academic progress and social emotional wellbeing of at-risk students         | Improvement of Academic & Social Emotional performance                        |

|                             |                            |                          |  |  |  |
|-----------------------------|----------------------------|--------------------------|--|--|--|
| Individual Counseling       | All year (monthly meeting) | All students (as needed) | School Counselors  | Counseling focusing on academic, and social emotional needs on an individual basis.  | Measure progress on individual goals.  |
| PPS Meetings                | All year (monthly meeting) | All students             | PPS Staff  | Discuss upcoming events and needs of the department. Collaborate with other PPS staff to meet the needs of our students. Discuss students going to CSE | Increase appropriate placement of students and collaboration at CSE meetings       |
| Counselor District Meetings | All year (monthly meeting) | All students             | School Counselors, & District Director                       | Discuss upcoming events and needs of the department. Collaborate and plan to meet the needs of our students' district wide.                            | Up to date on new state regulations; student/parent attendance at district events. |
| Brave Lessons               | All year (monthly lessons) | All students             | Teachers, School Counselors, Social Workers, & Psychologists |  |  |
| Back to School Night        | September                  | All students             | All Staff & Faculty  | Meet with parents to become familiar with the needs of the students  | Parent feedback form   |
| Grade Level Assemblies      | September                  | All Students             | School Counselors, Social Workers,                           | To provide students with all of  | Student attendance   |

|  |                |   |  |  |   |
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|  |                |   | Psychologist, Dean, Class Advisor, Activities Coordinator, AP's, & Principal                             | the necessary information and resources to help them ensure academic, social, and emotional success. |   |
| Club Fair  | October        | All students  |  | Encourage student involvement & offer extra-curricular activities.                                   | Number of students involved in clubs & sports.  |
| Parent Teacher Conferences                       | November       | All students  | School Counselors, & Parents   | Help parents with issues that may have arrived after meeting with the Teacher                        | Monitor academic, social and emotional behavior, in addition to record reviews.   |
| Articulation meetings with Elementary Districts  | December       | 6 <sup>th</sup> grade students / Incoming 7 <sup>th</sup> grade | School Counselors, elementary school teachers, psychologists, social workers, AP's and District Director | Familiarize with incoming students, particularly at-risk students                                    | Schedule students in appropriate placement. Meet with building administrators to discuss any concerns and provide counseling if needed. |
| 8 <sup>th</sup> grade Student-Parent Conferences | February - May | 8 <sup>th</sup> grade students & parents                        | School Counselors  | To create a realistic graduation plan and schedule 9th grade classes                                 | Graduation rates and decrease level changes in high school.   |

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| Junior Student Parent Conferences                | February - May | 11 <sup>th</sup> grade students & parents  | School Counselors                  | Increase student and parent knowledge of the college process and create a realistic college/career list and plan. | College acceptance rates   |
| 6 <sup>th</sup> Grade Student Orientation        | April          | Current 6 <sup>th</sup> grade students (incoming 7 <sup>th</sup> grade students)                 | School Counselors, AP's, Principal | To familiarize new students with the building and help set up for a successful year                               | Classroom PowerPoint Icebreaker to assess students' knowledge of the building.                   |
| 6 <sup>th</sup> Grade Student/Parent Orientation | May            | Current 6 <sup>th</sup> grade students/parents (incoming 7 <sup>th</sup> grade students/parents) | School Counselors, AP's, Principal | To familiarize new students and parents with the building and help set up for a successful year                   | To familiarize new students and parents with the building and help set up for a successful year. |
| Senior Graduation                                | June           | 12 <sup>th</sup> grade students & parents  | Staff and Faculty                  | Recognize student success and accomplishments   | Graduation statistics  |
| Advisory Board Meeting                           | June           | All Students   | Members of the Advisory Board      | To review current year and update upcoming year's Comprehensive School Counseling Plan.                           | To assess if the needs are being met while aligning with NY State standards.                     |

School Name: South High School

Development Area: College/Career Readiness

A) Program Objective: To provide students with exposure to and opportunities to create their own College/Career goals.

B) Target Population: Grades 7-12

C) Expected outcomes:

1. Increased knowledge of College/ Career options.
2. Increase in student’s ability to connect their interests to college and careers

D) Annual Assessment:

1. Student Surveys
2. Annual Student Individual Progress Reports

E) Program Description:

| Program Activity     | Timeline  | Student Focus          | Staff & Resources                                  | Program Goal   | Measure of Program Impact  |
|----------------------|-----------|------------------------|--|--|--|
| Senior College Night | September | 12 <sup>th</sup> grade | School Counselors, & District Director of Guidance | To support 12 <sup>th</sup> grade families in beginning the college application process. | Increase in the number of students that schedule Senior College meeting and increase in the number of students that file applications. |

|                                |                      |  |  |  |  |
|--------------------------------|----------------------|--|--|--|--|
| College Rep Visits             | September – December | 11 <sup>th</sup> & 12 <sup>th</sup> grade students | College Rep Liaison and College Reps   | To give students an opportunity to gather more information about colleges/universities of interest.                  | Student attendance   |
| Financial Aid Night            | October              | 12 <sup>th</sup> grade                             | School Counselors, & District Director of Guidance   | To support 12 <sup>th</sup> grade families with the financial aid process.   | Increase in the number of Students that complete FASFA forms.                              |
| College Day                    | October              | 9 <sup>th</sup> grade                              | School Counselors  | Help 9th grade students to look and plan ahead for college   | Exit ticket  |
| First-Generation College Night | October              | All First-Generation College Students              | School Counselors, District Director of Guidance, & guest speaker from SUNNY financial Aid | To help families that are applying to College for the first time navigate the application and financial aid process. | Student attendance in correlation with FAFSA completion rates, and application completion. |
| College Fair                   | November             | 9 <sup>th</sup> – 12 <sup>th</sup> grade           | School Counselors, PPS Assistant Principal, & District Director of Guidance                | Encourage students to attend fair to gain more knowledge of different universities and institutions                  | Student Attendance   |
| Four Years & Beyond            | January              | 8 <sup>th</sup> grade students & Parents           | School Counselors, & District Director of Guidance   | To act as the first step in the JHS to HS transition. Provides families  | Student attendance in correlation with planned academic program                            |

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|  |                |   |  | with tips for academic scheduling and HS planning   |  |
| Junior College Night                               | February       | 11 <sup>th</sup> grade students                   | School Counselors, District Director of Guidance, & Guest Speaker from the Princeton Review                            | To make sure students are meeting graduation requirements and that they are in an appropriate education level         | Improve accuracy of student scheduling.                              |
| 8 <sup>th</sup> grade Student – Parent Conferences | February - May | 8 <sup>th</sup> grade students & parents          | School Counselors  | To create a realistic graduation plan and schedule 9th grade classes  | Graduation rates and decrease level changes in high school.          |
| Junior Student Parent Conferences                  | February - May | 11 <sup>th</sup> grade students & parents         | School Counselors  | Increase student and parent knowledge of the college process and create a realistic college/career list and plan.     | College acceptance rates   |
| NCAA Night   | February       | All student athletes & their parents              | School Counselors, Director of Guidance, Athletic Director, Coaches from Valley stream and Local Colleges/Universities | To ensure that students interested in participating in College Athletics are aware of the NCAA process and their role | Increase in the number of student athletes registered with the NCAA. |
| Early College/Career Information Night             | March          | 9 <sup>th</sup> & 10 <sup>th</sup> grade students | School Counselors, & District Director of Guidance   | To give families detailed information regarding the college and career planning process.                              | Student attendance   |

|                              |       |                                 |  |   |  |
|------------------------------|-------|---------------------------------|--|---|--|
| Career Day                   | April | 10 <sup>th</sup> grade students | School Counselors  | To expose students to a variety of career opportunities                                 | Naviance Survey  |
| Scholarship Awards Committee | April | 12 <sup>th</sup> grade students | School Counselors, Class Advisor, Athletic Director, Special Education Chair, Student Activities Chair, AP's & Principal | To awards scholarships to students of graduating class.                                 | Number of Scholarships given.  |
| Advisory Board Meeting       | June  | All students                    | Members of the Advisory Board  | To review current year and update upcoming year's Comprehensive School Counseling Plan. | To assess if the needs are being met while aligning with NY State standards. |