



Comprehensive School Counseling Program

Parent-Teacher Presentation

By: Katharine Sandvick

Comprehensive Program Elements



Belief

We hold the belief that every student can achieve high levels of learning. Every student deserves a personal advocate that prioritizes their future. The question will be, “What do we as advocates need to implement, to get this student to succeed?” Not “What if this student does not succeed?”

Vision

The comprehensive school counseling program drive students to be determined, high-achieving, and productive members of society. They possess the academic, social/emotional and career skills that allow for success in all areas of life. Students maintain the belief that they have the power to change the course of their lives despite challenges.

Mission

The mission of Anderson Elementary is ensuring equal opportunity for every student to reach their full academic potential, become a lifelong learner and instill the social skills that will produce respectable citizens.

Comprehensive Program Elements

ACADEMIC:

- Instruction
 - Whole group lessons
 - Small group
- Data Assessments focused on identifying needs
 - Closing the gap reports
 - Mindset and Behavior reports
 - Data over time
 - Program Results
- Consultations
 - 504 plans
 - IEPs



Comprehensive Program Elements

CAREER:

- Career Opportunities
 - Arrange job shadowing
 - Career fairs
- Action Plans
 - Closing-the-gap
- Appraisals
 - Interest Inventory
- Parent/Student Informational Meeting
 - Inform on strategies for career success



Comprehensive Program Elements

Social/Emotional Development:

- Peer support programs
 - Shared experiences
 - Common focus/skills
- Classroom Instruction
 - Team teaching
 - Age Appropriate Lessons
 - Small Groups
- Referrals
 - Community Counselors



Advocacy

- Eliminating barriers
- Creating opportunities for all students
- Access to quality curriculum
- Collaboration outside of the school resources
- Promoting systemic change



(ASCA National Model, 2019)



Access, Attainment & Achievement



- Access: Equal Opportunities, Education and resources
 - Attainment: Completed level of education
 - Achievement: Academic progress and completion
- 
- Cultural- Graduation rates
 - Ethical- Responsibility for ethical curriculum and activities
 - Economic- Achievement gaps
 - Legal- School counselors are legally required to provide a culturally responsive school counselor program
 - Political- School counselors advocate for and address equitable policies and curriculum

Barriers

- Academic Achievement

- Learning barriers (unidentified academic needs)
- Cultural, Racial, Socioeconomic, Sexual orientation, biases
- Fear of failure
- Motivational
- Self-confidence



- Student well-being

- Hunger
- Poverty
- Abuse
- Proper resources at home



Calendars

Annual Calendar



Annual Calendar Template

School: _____ Academic Year: _____

A minimum of 80% of time recommended for direct and indirect student services and 20% or less in program planning and school support

Month	Delivering		Program Planning and School Support (Defining, Managing, Assessing, Fair-Share Responsibilities)
	Direct Student Services Activities (Include dates of school counseling initiatives or events, classroom and group activities, career or college nights, schoolwide academic support events, etc.)	Indirect Student Services Activities (Significant collaborations, leadership and advocacy activities)	
Ongoing Services	Small Group Counseling Classroom Lessons	Parental Communication Community Referrals Teacher/Admin Collaboration	Assess Data 504 Plans IEPS PLC
August	New Kids Groups School Expectations	Team Meetings Data review Program Planning Open House	Creating Annual Calendar 504 plans
September	Bullying Prevention Crisis Services	Parent meetings Google Forms for teachers to complete on what specific skills need addressing	Annual Administrative Conference Prevention and Early intervention meetings
October	Classroom Lessons- Responsibility Individual follow ups Small Group skills	Cleaning House for family and student support and resources Community Referrals	Professional Development Staff and Student Climate Survey
November	Classroom Lessons- Determination Small group skills	Advisory Council	Behaviors Assessment
December	Classroom Lessons- Sportmanship Small groups skills	504's- Report Cards	Culture Improvement Planning
January	Classroom Lessons- Goal Setting Course selection/Schedule Changes	Parent Workshop-Communication	Course and Schedule Planning with Administration
February	Classroom Lessons-Honesty Small Group skills	Title 9 Coordinator Training	Course and Schedule Planning with Administration
March	Classroom Lessons- Friendships Small Group skills	PNA Survey	Spring Assessment meeting- Review Goals and Progress
April	Classroom Lessons- Planning Follow up with individuals	Advisory Council	Schedule Building
May	Classroom Lessons- Transitions Academic Course Planning (older students)	Awards Night	Schedule Building Staff and Student Climate Survey
June	Meet the Teacher- For Following Year -Middle School Tour	Delivery of Transcripts for Transitioning students	District School Counselors meeting

Monday

		School Counselor Name:				DATE:		
		Direct Student Services			Indirect Student Services	Program Planning and School Support		Non-School-Counseling Tasks
Time frame	Activity or Task	Instruction	Appraisal & Advisement	Counseling	Referrals/ Consultation/ Collaboration	Defining, Managing, Assessing Activities	Fair-Share Responsibility Activities	Non-School-Counseling Tasks
7:16-7:30 a.m.	Student Concerns Meeting				X			
7:31-7:45 a.m.	Student Concerns Meeting				X			
7:46-8 a.m.	Group Counseling			X				
8:01-8:15 a.m.	Group Counseling			X				
8:16-8:30 a.m.	Group Counseling			X				
8:31-8:45 a.m.	Group Counseling			X				
8:46-9 a.m.	1st grade lesson	X						
9:01-9:15 a.m.	1st grade lesson	X						
9:16-9:30 a.m.	1st grade lesson	X						
9:31-9:45 a.m.	1st grade lesson	X						
9:46-10 a.m.	1st grade lesson	X						
10:01-10:15 a.m.	1st grade lesson	X				X		
10:16-10:30 a.m.	Analyze Data					X		
10:31-10:45 a.m.	Analyze Data					X		
10:46-11 a.m.	Analyze Data							X
11:01-11:15 a.m.	Community Organization Phone Call				X			
11:16-11:30 a.m.	Community Organization Phone Call				X			
11:31-11:45 a.m.	Lunch Group- 2nd grade girls	X						
11:45 a.m.-Noon	Lunch Group-3rd grade girls	X						
12:01-12:15 p.m.	Lunch Group 5th grade boys	X						
12:16-12:30 p.m.	Small Group Counseling			X				
12:31-12:45 p.m.	Small Group Counseling			X				
12:46-1 p.m.	Small Group Counseling			X				
1:01-1:15 p.m.	Small Group Counseling			X				
1:16-1:30 p.m.	School Counselor PLC				X			
1:31-1:45 p.m.	School Counselor PLC				X			
1:46-2 p.m.	School Counselor PLC				X			
2:01-2:15 p.m.	School Counselor PLC				X			
2:16-2:30 p.m.	Individual counseling			X				
2:31-2:45 p.m.	Individual counseling			X				
2:46-3 p.m.	Email Check					X		
3:01-3:15 p.m.	Parent Conference				X			
3:16-3:30 p.m.	Parent Conference				X			
3:31-3:45 p.m.	Parent Conference				X			
3:46-4 p.m.	IEP meeting					X		
TOTALS		9	0	10	11	5	0	1
% per topic		25%		28%	31%	14%		3%
% per category		53%			31%	14%		3%
								100%
								100%

Calendars

Daily Calendar

Tuesday

		School Counselor Name:					DATE:		
Time frame	Activity or Task	Direct Student Services			Indirect Student Services	Program Planning and School Support		Non-School-Counseling Tasks	
		Instruction	Appraisal & Advisement	Counseling	Referrals/ Consultation/ Collaboration	Defining, Managing, Assessing Activities	Fair-Share Responsibility Activities	Non-School-Counseling Tasks	
7:16-7:30 a.m.	Specific skill training (one-on-one)		x						
7:31-7:45 a.m.	Specific skill training (one-on-one)		x				x		
7:46-8 a.m.	Crosswalk duty								
8:01-8:15 a.m.	Student concerns meeting			x	x				
8:16-8:30 a.m.	Student concerns meeting				x				
8:31-8:45 a.m.	Student concerns meeting				x				
8:46-9 a.m.	2nd grade lesson	x							
9:01-9:15 a.m.	2nd grade lesson	x							
9:16-9:30 a.m.	2nd grade lesson	x							
9:31-9:45 a.m.	2nd grade lesson	x							
9:46-10 a.m.	2nd grade lesson	x							
10:01-10:15 a.m.	2nd grade lesson	x							
10:16-10:30 a.m.	Program Planning/Curriculum					x			
10:31-10:45 a.m.	Individual Counseling			x		x			
10:46-11 a.m.	Individual Counseling			x		x			
11:01-11:15 a.m.	Lunch Duty							x	
11:16-11:30 a.m.	Lunch Duty							x	
11:31-11:45 a.m.	Lunch Group- 1st grade girls			x					
11:45 a.m.-Noon	Lunch Group- 2nd grade boys			x					
12:01-12:15 p.m.	Lunch Group 5th grade girls			x					
12:16-12:30 p.m.	Community Referrals				x				
12:31-12:45 p.m.	Community Referrals				x				
12:46-1 p.m.	Teacher meeting				x				
1:01-1:15 p.m.	Teacher meeting				x				
1:16-1:30 p.m.	Data Review					x			
1:31-1:45 p.m.	Data Review					x			
1:46-2 p.m.	Data Review					x			
2:01-2:15 p.m.	Grief Group-Small Group			x					
2:16-2:30 p.m.	Grief Group-Small Group			x					
2:31-2:45 p.m.	Grief Group-Small Group			x					
2:46-3 p.m.	Grief Group-Small Group			x					
3:01-3:15 p.m.	Grief Group-Small Group			x					
3:16-3:30 p.m.	504 meeting				x				
3:31-3:45 p.m.	504 meeting				x				
3:46-4 p.m.	Bus Duty						x		
TOTALS		6	2	11	9	6	2	2	
% per topic		16%	5%	29%	24%	16%	5%	5%	100%
% per category			50%		24%	21%		5%	100%

Calendars

Daily Calendar

Wednesday

		School Counselor Name:			DATE:				
Time frame	Activity or Task	Direct Student Services			Indirect Student Services	Program Planning and School Support		Non-School-Counseling Tasks	
		Instruction	Appraisal & Advisement	Counseling	Referrals/ Consultation/ Collaboration	Defining, Managing, Assessing Activities	Fair-Share Responsibility Activities	Non-School-Counseling Tasks	
7:16-7:30 a.m.	Student concern meeting				X				
7:31-7:45 a.m.	Student concern meeting				X				
7:46-8 a.m.	Student concern meeting				X				
8:01-8:15 a.m.	Student concern meeting				X				
8:16-8:30 a.m.	Goal setting- one-on-one		X						
8:31-8:45 a.m.	Goal setting- one-on-one		X						
8:46-9 a.m.	4th grade lesson	X							
9:01-9:15 a.m.	4th grade lesson	X							
9:16-9:30 a.m.	4th grade lesson	X							
9:31-9:45 a.m.	4th grade lesson	X							
9:46-10 a.m.	4th grade lesson	X							
10:01-10:15 a.m.	4th grade lesson	X							
10:16-10:30 a.m.	Data review					X			
10:31-10:45 a.m.	Data review					X			
10:46-11 a.m.	Data review					X			
11:01-11:15 a.m.	Lunch Duty							X	
11:16-11:30 a.m.	Lunch Duty							X	
11:31-11:45 a.m.	Lunch Group- 2nd grade girls			X					
11:45 a.m.-Noon	Lunch Group 3rd grade girls			X					
12:01-12:15 p.m.	Lunch Group 4th grade girls			X					
12:16-12:30 p.m.	Program Planning/Curriculum					X			
12:31-12:45 p.m.	Program Planning/Curriculum					X			
12:46-1 p.m.	Program Planning/Curriculum					X			
1:01-1:15 p.m.	Academic Planning (one-on-one)		X						
1:16-1:30 p.m.	Academic Planning (one-on-one)		X						
1:31-1:45 p.m.	Academic Planning (one-on-one)		X						
1:46-2 p.m.	DFS				X				
2:01-2:15 p.m.	DFS				X				
2:16-2:30 p.m.	Small Group Counseling			X					
2:31-2:45 p.m.	Small Group Counseling			X					
2:46-3 p.m.	Small Group Counseling			X					
3:01-3:15 p.m.	Teacher Meeting				X				
3:16-3:30 p.m.	Teacher Meeting				X				
3:31-3:45 p.m.	Admin meeting				X				
3:46-4 p.m.	Admin meeting				X				
TOTALS		6	5	6	10	6	0	2	
% per topic		17%	14%	17%	29%	17%		6%	100%
% per category		49%			29%	17%		6%	100%

Thursday

		School Counselor Name:				DATE:		
Time frame	Activity or Task	Direct Student Services			Indirect Student Services	Program Planning and School Support		Non-School-Counseling Tasks
		Instruction	Appraisal & Advisement	Counseling	Referrals/ Consultation/ Collaboration	Defining, Managing, Assessing Activities	Fair-Share Responsibility Activities	Non-School-Counseling Tasks
7-7:15 a.m.	Lesson Prep					X		
7:16-7:30 a.m.	Community Referrals				X			
7:31-7:45 a.m.	Community Referrals				X			
7:46-8 a.m.	Parent Conference				X			
8:01-8:15 a.m.	Parent Conference				X			
8:16-8:30 a.m.	Data review					X		
8:31-8:45 a.m.	Data review					X		
8:46-9 a.m.	3rd grade lesson	X						
9:01-9:15 a.m.	3rd grade lesson	X						
9:16-9:30 a.m.	3rd grade lesson	X						
9:31-9:45 a.m.	3rd grade lesson	X						
9:46-10 a.m.	3rd grade lesson	X						
10:01-10:15 a.m.	3rd grade lesson	X						
10:16-10:30 a.m.	Bully Prevention Assembly	X						
10:31-10:45 a.m.	Bully Prevention Assembly	X						
10:46-11 a.m.	Bully Prevention Assembly	X						
11:01-11:15 a.m.	Lunch Duty							X
11:16-11:30 a.m.	Lunch Duty							X
11:31-11:45 a.m.	Lunch Group- 1st grade boys			X				
11:45 a.m.-Noon	Lunch Group-3rd grade boys			X				
12:01-12:15 p.m.	Lunch Group 4th grade boys			X				
12:16-12:30 p.m.	Academic Support Referrals				X			
12:31-12:45 p.m.	Academic Support Referrals				X			
12:46-1 p.m.	Academic Support Referrals				X			
1:01-1:15 p.m.	Academic Support Referrals				X			
1:16-1:30 p.m.	Small Group Counseling			X				
1:31-1:45 p.m.	Small Group Counseling			X				
1:46-2 p.m.	Small Group Counseling			X				
2:01-2:15 p.m.	Small Group Counseling			X				
2:16-2:30 p.m.	Small Group Counseling			X				
2:31-2:45 p.m.	504 plans					X		
2:46-3 p.m.	504 plans					X		
3:01-3:15 p.m.	School District Committee meeting				X			
3:16-3:30 p.m.	School District Committee meeting				X			
3:31-3:45 p.m.	Email Check					X		
3:46-4 p.m.	Teacher meeting				X			
TOTALS		9	0	8	11	6	0	2
% per topic		25%		22%	31%	17%		6%
% per category		47%			31%	17%		6%
								100%

Calendars

Daily Calendar

Friday

		School Counselor Name:			DATE:				
Time frame	Activity or Task	Direct Student Services			Indirect Student Services	Program Planning and School Support		Non-School-Counseling Tasks	
		Instruction	Appraisal & Advisement	Counseling	Referrals/ Consultation/ Collaboration	Defining, Managing, Assessing Activities	Fair-Share Responsibility Activities	Non-School-Counseling Tasks	
7-7:15 a.m.									
7:16-7:30 a.m.	Staff PBIS training				x				
7:31-7:45 a.m.	Staff PBIS training				x				
7:46-8 a.m.	Staff PBIS training				x				
8:01-8:15 a.m.	Staff PBIS training				x				
8:16-8:30 a.m.	Small Group- Specific skill			x					
8:31-8:45 a.m.	Small Group- Specific skill			x					
8:46-9 a.m.	5th grade lesson	x							
9:01-9:15 a.m.	5th grade lesson	x							
9:16-9:30 a.m.	5th grade lesson	x							
9:31-9:45 a.m.	5th grade lesson	x							
9:46-10 a.m.	5th grade lesson	x							
10:01-10:15 a.m.	5th grade lesson	x							
10:16-10:30 a.m.	Goal setting/Academic Support		x			x			
10:31-10:45 a.m.	Goal setting/Academic Support		x			x			
10:46-11 a.m.	Goal setting/Academic Support		x			x			
11:01-11:15 a.m.	Lunch Duty							x	
11:16-11:30 a.m.	Lunch Duty							x	
11:31-11:45 a.m.	Parent Newsletter				x				
11:46-12:00 p.m.	Parent Newsletter				x				
12:01-12:15 p.m.	Parent Newsletter				x				
12:16-12:30 p.m.	Individual Counseling			x		x			
12:31-12:45 p.m.	Individual Counseling			x		x			
12:46-1 p.m.	Individual Counseling			x		x			
1:01-1:15 p.m.	Individual Counseling			x					
1:16-1:30 p.m.	Small Group- Specific skill			x					
1:31-1:45 p.m.	Small Group- Specific skill			x					
1:46-2 p.m.	Small Group- Specific skill			x					
2:01-2:15 p.m.	Assessment/Intervention					x			
2:16-2:30 p.m.	Assessment/Intervention					x			
2:31-2:45 p.m.	Crisis response meeting				x				
2:46-3 p.m.	Crisis response meeting				x				
3:01-3:15 p.m.	Crisis response meeting				x				
3:16-3:30 p.m.	Crisis response meeting				x				
3:31-3:45 p.m.	Drop ins with students			x					
3:46-4 p.m.	Drop ins with students			x					
TOTALS		6	3	11	11	8	0	2	
% per topic		15%	7%	27%	27%	20%		5%	100%
% per category				49%	27%	20%		5%	100%

Brochure

Beliefs

At Anderson Elementary we believe that every student can achieve high levels of learning. Every student deserves a personal advocate that prioritizes their future. The question will be, "What do we as advocates need to implement, to get this student to succeed?" Not "What if this student does not succeed?"

Vision

Students of the Anderson Elementary comprehensive school counseling program are determined, high-achieving and productive members of society. They possess the academic, social/emotional and career skills that allow for success in all areas of life. Students maintain the belief that they have the power to change the course of their lives despite challenges.

February 14, 2023

*"Don't let
what you
cannot do,
interfere with
what you can
do."*

-John Wooden

School Counselor Brochure

Your School Counselor
{Mrs. Sandvick}



Advocacy Statement

The Comprehensive School Counseling Program ensures that academic, career readiness, behavioral and social/emotional needs are being met for the students of the school. The school counselor abides by the ASCA Ethical Standards for School Counselors and utilizes the ASCA Student Standards: Mindsets & Behaviors for Student Success to develop and implement a program that addresses these needs.

Career Readiness

- College Planning Small Groups
- Webinar/Parent meetings
- Early College Planning Night
- Financial Aid night

Social/Emotional

- Focused classroom lessons
- Small-groups on specific skills
- Interventions
- Referrals

Academic

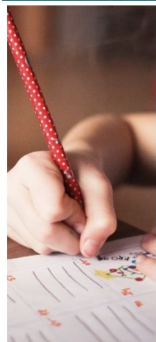
- Assess data to determine needs
- Removing barriers
- Collaboration with staff

Peer Intervention Programs

- One-to-one assistance
- New student aid
- Shared experiences small group
- Teaching/Listening activities
- Tutoring

Equity in Student Achievement and College Success

- Data review identifying achievement/opportunity gaps
- Collaboration and continual education on students diverse cultures
- Meet with students to discuss courses and career paths
- Discuss equitable education policies with stakeholders
- Meetings with parents discussing financial services
- Involvement with groups in the community



Mission

The mission of Anderson Elementary is ensuring equal opportunity for every student to reach their full academic potential, become a lifelong learner & instill the social skills that will produce respectable citizens.



Anderson
Elementary

2134 Apple Drive
(201) 333-4444

anderson@elementary.com
<http://sites.google.com/anderson>

Strategies to facilitate school and postsecondary transitions (COSC 661)



*"A little
progress each
day adds up
to big
results."*

Satya Nani

A description of both direct and indirect services provided with examples of individual, group, Classroom, and collaboration and consultation. (COSC 661)

School counseling standards. Home - American School Counselor Association (ASCA). (n.d.). from <https://www.schoolcounselor.org>



Sources, Mechanics, and ASCA Templates



American School Counselor Association. (2019). *The ASCA National Model: A Framework for School Counseling Programs*, Fourth Edition, Alexandria, VA: Author.

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Asca ethical standards for school counselors. ASCA Ethical Standards for School Counselors - American School Counselor Association (ASCA). (n.d.). Retrieved March 5, 2023, from [https://www.schoolcounselor.org/About-School-Counseling/Ethical-Legal-Responsibilities/ASCA-Ethical-Standards-for-School-Counselors-\(1\)](https://www.schoolcounselor.org/About-School-Counseling/Ethical-Legal-Responsibilities/ASCA-Ethical-Standards-for-School-Counselors-(1))

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U.S. Department of Education. (2014). *Guiding principles: A resource guide for improving school climate and discipline*, Washington, D.C. Retrieved from <http://www2.ed.gov/policy/gen/guid/school-discipline/guiding-principles.pdf>