



Niskayuna Central School District

2022-2023 K-12 School Counseling Plan

Updated January 2023

**NISKAYUNA CENTRAL SCHOOL DISTRICT
K-12 School Counseling Guidance Plan**

INTRODUCTION

The Niskayuna Guidance Plan has been developed in compliance with the New York State Education Department Commissioner's Regulations 100.2(j) and in alignment with the Niskayuna Board of Education Mission Statement and Student Exit Standards. Other resources utilized to ensure our program remains current with all relevant professional standards includes: New York State Career Development and Occupational Studies (CDOS) standards, The American School Counselor Association (ASCA) National Standards for School Counseling Programs, The American School Counselor Association Ethical Standards for School Counselors, and The New York State School Counselor Association Guidance Program guidelines.

Per NYS Education Department Commissioner's Regulations, this plan will be reviewed and updated annually.

NISKAYUNA BOARD OF EDUCATION District Mission and Exit Standards

The Niskayuna Central School District Mission Statement:

Empower each individual to make responsible choices, meet challenges, achieve personal success, and contribute to a global society.

Student Exit Standards

Empowered students are:

Educated individuals who, through knowledge and understanding of the disciplines of learning, can function effectively and pursue future educational and vocational choices.

Independent thinkers who identify, access and integrate resources and information to reason creatively and critically, make decisions and solve complex problems.

Communicators who use a variety of skills to convey, receive and exchange information, thoughts and feelings clearly and effectively.

Technologically literate individuals who select and apply appropriate tools and methods for problem solving and self-expression.

Aesthetically sensitive individuals who prize beauty and creativity in all areas of life.

Self-directed individuals who strive for excellence, have positive visions for their futures, work toward these visions, and assume responsibility for their actions.

Enterprising individuals who demonstrate self-confidence, commitment, responsibility, initiative, risk-taking and resilience.

Team members who demonstrate collaborative skills in leading and supporting diverse groups to accomplish tasks.

Responsible citizens who respect self and others, establish positive, caring relationships, value diversity and contribute to the welfare of society.

Lifetime learners who value and accept learning as a continuing and dynamic process affecting all aspects of life.

Niskayuna Counseling Department Mission and Vision Statement

*** Mission Statement**

The Niskayuna K-12 Counseling Department is committed to providing a caring and supportive program. We inspire our students to develop academically, socially, and emotionally to become strong and responsible citizens who are well prepared for a diverse and ever-changing world.

- **The Whole Child** – emotionally, socially, and academically
- **The Whole Time** – kindergarten through graduation
- **The Whole Way** – integrating effectively into adulthood

*** Vision Statement**

The Counseling Department for the Niskayuna Central School District advocates for each student through transitions. We strive to provide continuity through academic, career, personal, and social development.

School Counselors have a wealth of knowledge and experience which allows us to collaborate with families to holistically meet the needs of our school community in order to maximize student potential.

School Counselors have an appreciation for the dignity and worth of each person we encounter. We advocate a philosophy of acceptance and compassion for all by inspiring our school community to create an environment of self-discovery.

**NISKAYUNA CENTRAL SCHOOL DISTRICT
K-12 School Counseling Guidance Plan**

K-12 GUIDANCE PROGRAM OVERVIEW

The Niskayuna K-12 Counseling Program has evolved over the years in response to our students, parents and community needs, NYS and national standards for professional counselors and to fulfill NYSED guidance program requirements.

The elementary guidance program provides one elementary school with five days per week of guidance program activities: consultation, individual student support, and group counseling. The other four buildings have access to social work services. Our school counselor offers referrals and additional support and resources for families in need.

The middle school counseling staff consists of 4 full time counselors. The middle school counseling program focuses on the complex needs of young adolescents. It is sensitive to the struggles of middle school students for identity formation, academic progress, social development and career exploration. The activities of the counseling program focus on six basic areas: Academic Success, Personal and Social Growth, Intervention and Prevention, Transition and Orientation, Career Education, and Parent/Teacher Support and Consultation.

The high school counseling program consists of five 9th to 12th grade counselors. One counselor has a reduced caseload and Lead Counselor and Master Scheduling responsibilities. At each grade level, the counseling department has implemented the use of Naviance, a post-secondary planning tool. This has proven to be a useful and informative tool for our entire high school community in order to complete vocational inventories, resume building, college research, and submission and organization of post high school materials. The high school counseling program is committed to assisting students and families with the transition from middle to high school, as well as from high school to post-secondary education. This is evident through comprehensive and informative programs such as Freshman Orientation Day, Financial Aid Night, and College Night. In addition to large group activities and information sessions, the high school counseling center provides support to students and families on an individual basis and looks to establish and create meaningful and positive relationships with the students and larger community. **Programs listed with an * were not offered in the 2020-21 school year due to COVID restrictions. These programs will be offered again once restrictions have been lifted. Items listed with an ^ were offered virtually in the 2020-21 school year.**

The American School Counselor Association (ASCA) recommends a counselor to student ratio of 250:1. Per ASCA, the national average is 470:1 and the NYS average is 624:1. Our ratios indicate there is room for improvement at the elementary and high school levels:

Level	School	Counselor FTE	Projected #Students	Counselor:Student
Elementary	Birchwood	0 FTE	391	
	Craig	0 FTE	390	
	Glencliff	0 FTE	350	
	Hillside	1.0 FTE	372	1902:1
	Rosendale	0 FTE	399	
Middle	Iroquois	2.0 FTE	521	261:1
	Van Antwerp	2.0 FTE	452	226:1
High	NHS	4.3 FTE	1,339	311:1

NCSD Elementary School Counseling Plan (NOT ABLE TO BE OFFERED—NO ELEMENTARY COUNSELOR ON STAFF) *Kindergarten-5th grade*

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
Character Education: With specific focus on curiosity, self control, gratitude, optimism, perseverance and enthusiasm in order to develop social intelligence	<ul style="list-style-type: none"> ❖ Introduce students to character strengths ❖ Allow students the opportunity to explore character strengths and their connection to academic success ❖ Begin to identify positive well-being 	S/E, ACADEMI C	ASCA: M1 CDOS: 3a.3	September- June	<ul style="list-style-type: none"> ❖ Kindergarten-5th: Tier I ❖ Delivered classroom in small groups: Tier I 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ “Positive Psychology” curriculum-external resource 	
Social Emotional Learning Curriculum (e.g Second Step)	<ul style="list-style-type: none"> ❖ Skills for learning ❖ Empathy ❖ Emotion management ❖ Friendship skills ❖ Problem solving 	S/E	ASCA: B-SMS 2 B-SMS 7 B-SMS 10 CDOS: 3a.4	October- April	<ul style="list-style-type: none"> ❖ Entire Kindergarten-5th population: Tier I 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ Teacher ❖ “Second Step” program materials ❖ School SW/Psychologist 	<ul style="list-style-type: none"> ❖ Number of lessons delivered
Banana Splits Program	<ul style="list-style-type: none"> ❖ Support students through times of changing family transition ❖ Emotion management ❖ Develop and utilize appropriate coping strategies 	S/E	ASCA: M1 B-SMS 7 B-SS 3 B-SS 2	October- May	<ul style="list-style-type: none"> ❖ Identified 1st-5th grade students: Tier II 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ Forty trained elementary school teachers 	<ul style="list-style-type: none"> ❖ Number of lessons delivered
Bullying Prevention/Intervention	<ul style="list-style-type: none"> ❖ Become familiar with what constitutes bullying ❖ Provide students with information and strategies that will empower them in their personal response to bullying behavior 	S/E	ASCA: B-SS 2 CDOS: 3a.6 3a.7	Ongoing	<ul style="list-style-type: none"> ❖ 1st-5th grade students: Tier I 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ Elementary School Teachers ❖ Building Principal ❖ Literature ❖ www.kidsagainstbullying.org 	<ul style="list-style-type: none"> ❖ Number of lessons delivered
Individual Counseling	<ul style="list-style-type: none"> ❖ Short term counseling in order to build positive supports and individual skills 	S/E	ASCA: B-LS 4 B-SMS 7 M2	September- June	<ul style="list-style-type: none"> ❖ Kindergarten-5th grade students: Tier III 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ School Psychologist ❖ Social Worker 	<ul style="list-style-type: none"> ❖ Number of students seen

NCS D Elementary School Counseling Plan (NOT ABLE TO BE OFFERED—NO ELEMENTARY SCHOOL COUNSELOR ON STAFF)

Kindergarten-5th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC, S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
Group Counseling	<ul style="list-style-type: none"> To provide support Introduce strategies and skills that will help students to be successful within the school. 	S/E, ACADEMIC	<u>ASCA:</u> B-SMS 1 M1 <u>CDOS</u> 3a.3	September-June	<ul style="list-style-type: none"> Kindergarten-5th Delivered in “Friendship Groups” “Success in School” groups: Tier II 	<ul style="list-style-type: none"> Elementary School Counselor 	
No Place for Hate Initiative	<ul style="list-style-type: none"> Educate students about the meaning of tolerance Demonstrate willingness to allow the existence of opinions or behavior different from ones own Develop acceptance of self and others 	S/E	<u>ASCA:</u> M3 B-SS 2 B-SMS 7	September-June	<ul style="list-style-type: none"> Entire Kindergarten population-5th grade: Tier I 	<ul style="list-style-type: none"> Elementary School Counselor No Place for Hate program materials SDM Committee Building Principal 	<ul style="list-style-type: none"> Number of lessons delivered
Multi-Level Transition Plans	<ul style="list-style-type: none"> Support students in their transition to the new grade level or school 	S/E, ACADEMIC	<u>ASCA:</u> M3 B-SMS 10	September and June	<ul style="list-style-type: none"> Kindergarteners in the Spring and Fall Grade 5 in the Spring: Tier I 	<ul style="list-style-type: none"> Elementary SC/SW/Psychologist Elementary and Middle School Teachers Building Administration 	<ul style="list-style-type: none"> Number of meetings completed
New Student Orientation and Newcomer Groups	<ul style="list-style-type: none"> Support new students in their transition to NCS D 	S/E, ACADEMIC	<u>ASCA:</u> M3 B-SMS 10	September-June	<ul style="list-style-type: none"> Kindergarten-5th grade students: Tier II 	<ul style="list-style-type: none"> Elementary School Counselor Elementary School Teachers Building Principal 	
Accrued Absence Report	<ul style="list-style-type: none"> Identify students who are beginning a trend of truancy 	S/E, ACADEMIC	<u>ASCA:</u> B-SMS 1 B-SMS 7 <u>CDOS:</u> 3a.3	Quarterly September-June	<ul style="list-style-type: none"> Kindergarten-5th grade students: Tier III 	<ul style="list-style-type: none"> Elementary SC School Psychologist Building Principal Elementary School Nurse Elementary School Teachers 	<ul style="list-style-type: none"> Number of meetings held

NCSD Middle School Counseling Plan

6th-8th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC, S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
New Student Orientation	<ul style="list-style-type: none"> Middle School Counselor coordinated program in order to help new students learn about middle school Familiarize students with the building, lockers, and scheduling 	S/E, ACADEMIC	<u>ASCA:</u> M3 B-SMS10 <u>CDOS:</u> 3a.6	Final week in August	<ul style="list-style-type: none"> All new middle school students: Tier I 	<ul style="list-style-type: none"> Middle School Counselors Building Principals Maps of school Copy of schedule School supply list 	<ul style="list-style-type: none"> Creation of name tags, measure amount created/taken
Sixth Grade Student Orientation	<ul style="list-style-type: none"> Familiarize students with the building, lockers, and scheduling 	S/E	<u>ASCA:</u> M3 B-SMS 10	Final week in August	<ul style="list-style-type: none"> Incoming sixth grade students: Tier I 	<ul style="list-style-type: none"> WEB leaders Building Principals Maps of school MS Counselors 	<ul style="list-style-type: none"> Creation of name tags, measure amount created/taken
“Meet the Counselor” Presentation	<ul style="list-style-type: none"> Small group lesson to learn about the individual counselors and counseling program Students will become familiar with the role of the counselor Students and families will learn how and when to access the counselor 	S/E	<u>ASCA:</u> M3 B-SS 3 <u>CDOS:</u> 3a.6	September	<ul style="list-style-type: none"> All sixth grade students: Tier I 	<ul style="list-style-type: none"> Building Administration Middle School Counselors Classroom Teachers 	<ul style="list-style-type: none"> Count the number in the class over the number of weeks to complete
Diversity Program	<ul style="list-style-type: none"> Students are encouraged to sit with students they do not know Students will get to know each other better, and better appreciate difference “Mix it up lunch” 	S/E	<u>ASCA:</u> B-SS 2 <u>CDOS:</u> 3a.4	October	<ul style="list-style-type: none"> Grade 6-8 student body: Tier I 	<ul style="list-style-type: none"> Middle School Counselors Lunch Staff SW and School Psychologist 	<ul style="list-style-type: none"> Measure number of students participating
HW Club	<ul style="list-style-type: none"> Students with a demonstrated need will receive support in a quiet environment Develop skills in order to independently complete homework 	S/E, ACADEMIC CCR	<u>ASCA:</u> B-LS 3 B-LS 4	September-June	<ul style="list-style-type: none"> Sixth-Eighth Grade students: Tier II 	<ul style="list-style-type: none"> Middle School Counselors ARC high school tutors 	<ul style="list-style-type: none"> Measure number of students participating Creation of pre/post survey

NCSD Middle School Counseling Plan

6th-8th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/ Tier	Staff & Resources	Accountability
Eighth Grade Transition Plan	<ul style="list-style-type: none"> ❖ Coordination of classroom presentation and distribution of high school program of studies ❖ Student visit to high school ❖ Nighttime curriculum presentation for parents at NHS ❖ Students will learn skills for drawing on their ability to be resilient 	S/E, ACADEMIC, CAREER & COLLEGE READINESS	<u>ASCA:</u> B-SMS 7 B-SMS 10 <u>CDOS:</u> 3a.3 3a.6	December- January	<ul style="list-style-type: none"> ❖ Eighth grade students: Tier I 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ High School Counselors ❖ Middle School Teachers ❖ MS/HS Administration ❖ Program of Studies ❖ Academic Directors 	<ul style="list-style-type: none"> ❖ Measure number of students against total attendance ❖ Creation of Google Forms survey to collect feedback
Annual Individual Counseling Plan Review	<ul style="list-style-type: none"> ❖ Provide counseling individually, or in small groups ❖ Students will gain insight into their academic progress, career aspirations, and specific social/emotional needs 	S/E, ACADEMIC, CAREER & COLLEGE READINESS	<u>ASCA:</u> M1 B-LS 7 <u>CDOS:</u> 1	September- June	<ul style="list-style-type: none"> ❖ Entire Sixth-Eighth grade population: Tier I 	<ul style="list-style-type: none"> ❖ Middle School Counselors 	<ul style="list-style-type: none"> ❖ Measure number of students in the class against number of students seen for year
Program Planning	<ul style="list-style-type: none"> ❖ Provide counseling individually, or in small groups to review academic progress and career planing ❖ Students will develop academic requests for the upcoming school year 	S/E, ACADEMIC, CAREER & COLLEGE READINESS	<u>ASCA:</u> B-LS 4 <u>CDOS:</u> 1	January- February	<ul style="list-style-type: none"> ❖ Eighth grade students: Tier I 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ High School Counselors ❖ School Psychologists ❖ Program of Studies 	<ul style="list-style-type: none"> ❖ Collect total number of requests made
Career Day	<ul style="list-style-type: none"> ❖ Coordination of presentations with community volunteers in order to provide information regarding expectations of occupations ❖ Students will expand their knowledge of jobs in relation to their own strengths and interests 	ACADEMIC, CAREER & COLLEGE READINESS	<u>ASCA:</u> M4 <u>CDOS:</u> 1	April	<ul style="list-style-type: none"> ❖ Seventh grade students: Tier I 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ PowerSchool ❖ Naviance ❖ Program of Studies 	<ul style="list-style-type: none"> ❖ Creation/collection of pre and post survey

NCSD Middle School Counseling Plan

6th-8th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
Fifth Grade Transition	<ul style="list-style-type: none"> ❖ Coordination of evening program for parents of incoming fifth grade students to become familiar with the middle school program ❖ Understand the expectations of the middle school, and develop skills for implementation ❖ Coordination of fifth grade visit to middle school 	S/E, ACADEMIC	ASCA: B-SMS 7 B-SMS 10	May-June	<ul style="list-style-type: none"> ❖ Rising fifth grade students: Tier I 	<ul style="list-style-type: none"> ❖ Elementary School Counselor ❖ Middle School Counselors ❖ Elementary/MS Administration ❖ Fifth Grade Teachers ❖ School Psychologists 	<ul style="list-style-type: none"> ❖ Measure number of invitations against number who attend
Peer Mentoring Service	<ul style="list-style-type: none"> ❖ Coordination of peer training and program presentations on inclusion topics ❖ Peer leaders will develop skills in empathy and mentoring ❖ Coordination, identification, and training of peer leaders 	S/E, ACADEMIC	ASCA: B-SS 2 B-SS 7	August- June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students: Tier II 	<ul style="list-style-type: none"> ❖ Peer leaders ❖ Middle School Counselors ❖ Middle School Teachers 	<ul style="list-style-type: none"> ❖ Measure total number of students against number of web leaders
Student Support Team	<ul style="list-style-type: none"> ❖ Coordination and identification of students exhibiting problematic attendance, academic issues, and behavioral problems ❖ Development of action plans for intervention ❖ Appropriate follow up 	S/E, ACADEMIC	ASCA: M5	September -June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students: Tier III 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ School Psychologist ❖ Building Administration ❖ Middle School Teachers ❖ School Psychologists 	<ul style="list-style-type: none"> ❖ Measure number of students discussed over year
Team Consultation	<ul style="list-style-type: none"> ❖ Students with a demonstrated need will receive support 	S/E, ACADEMIC	ASCA: M5	September -June	<ul style="list-style-type: none"> ❖ Sixth-Eighth Grade students: Tier III 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ Middle School Teachers 	<ul style="list-style-type: none"> ❖ Measure number of meetings over year

NCSD Middle School Counseling Plan

6th-8th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC, S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
New Idea	<ul style="list-style-type: none"> ❖ Provide 	S/E, ACADEMIC	<u>ASCA:</u> B-LS 3 B-LS 7 <u>CDOS:</u> 3a.3	September-June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students: Tier II 	<ul style="list-style-type: none"> ❖ Middle 	<ul style="list-style-type: none"> ❖ Number
504/IEP Plan Counseling	<ul style="list-style-type: none"> ❖ Provide individual or small group counseling to students identified by the CSE as part of their plan in order for the student to meet the appropriate goals determined 	S/E, ACADEMIC	<u>ASCA:</u> M2 B-LS 3 B-LS 7 <u>CDOS:</u> 3a.3	September-June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students identified by CSE: Tier III 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ School Psychologist ❖ 504 Plan ❖ IEP 	<ul style="list-style-type: none"> ❖ Measure number of sessions held
Group Counseling	<ul style="list-style-type: none"> ❖ Group counseling with a specific focus on appropriate social interactions ❖ Students will learn and practice skills in order to make and keep friends 	S/E, ACADEMIC	<u>ASCA:</u> B-SS 1 B-SS 2	September-June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students: Tier II 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ Books ❖ Games ❖ Counseling Materials ❖ Social Workers ❖ School Psychologists 	<ul style="list-style-type: none"> ❖ Creation of pre and post survey
Review of D/U List	<ul style="list-style-type: none"> ❖ Counseling for students not meeting the academic expectations/standards ❖ Students will develop a plan for success that is measured quarterly 	S/E, ACADEMIC	<u>ASCA:</u> B-LS 7 B-SMS 6 B-SMS 7 <u>CDOS:</u> 3a.2	September-June	<ul style="list-style-type: none"> ❖ Sixth-Eighth grade students: Tier III 	<ul style="list-style-type: none"> ❖ Middle School Counselors ❖ PowerSchool generated list ❖ Building Administration ❖ Middle School Teachers ❖ Social Workers and School Psychologists 	<ul style="list-style-type: none"> ❖ Measure number of students represented on list

NCSD High School Counseling Plan

9th-12th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
<p>*Ninth Grade Orientation* : Coordination of “all Freshman” day for 9th grade students to become educated about the high school program</p>	<ul style="list-style-type: none"> ❖ Students will become familiar with the high school building, lockers, and staff ❖ Students will be introduced to the expectations of the high school curriculum and code of conduct 	S/E, ACADEMIC	<p><u>ASCA:</u> M3 B-SMS 10 <u>CDOS:</u> 3a.6</p>	First week of September	<ul style="list-style-type: none"> ❖ All ninth grade students: Tier I ❖ All students new to NHS: Tier I 	<ul style="list-style-type: none"> ❖ High School Counselors ❖ High School Teachers ❖ HS Administration ❖ Orientation materials- maps, schedule ❖ Social Workers ❖ School Psychologists 	<ul style="list-style-type: none"> ❖ Survey to collect effectiveness of orientation
<p>^College Representative Visits^: Coordination of daily presentations made by admission representatives for juniors and seniors</p>	<ul style="list-style-type: none"> ❖ Provide 11-12th grade students with direct contact of college admission professionals ❖ Update all current information about each institution that visits in Naviance 	CAREER & COLLEGE READINESS	<p><u>ASCA:</u> M4 <u>CDOS:</u> 1</p>	September-February	<ul style="list-style-type: none"> ❖ Juniors and Seniors: Tier II 	<ul style="list-style-type: none"> ❖ High School Counseling Staff ❖ Admission Reps ❖ Naviance 	<ul style="list-style-type: none"> ❖ Management of RepVisits page in Naviance
<p>Fall Grade Level Presentations: Classroom presentations in each level to learn about the counseling program, procedures, and expectations for the upcoming year</p>	<ul style="list-style-type: none"> ❖ *Sophomore group focus will be on PSAT/NMSQT, important dates regarding scheduling, and individual appointments* ❖ ^Junior group focus will educate on PSAT/NMSQT, standardized testing, use of Naviance in post high school planning^ ❖ ^Senior group will focus on the post high school planning process, final graduation requirements^ 	CAREER & COLLEGE READINESS	<p><u>ASCA:</u> M4 B-LS 5 <u>CDOS:</u> 3a.6</p>	September	<ul style="list-style-type: none"> ❖ All students grades 10-12: Tier I 	<ul style="list-style-type: none"> ❖ High School Counselors ❖ Naviance ❖ Grade level handouts 	<ul style="list-style-type: none"> ❖ Percentage of senior students who have created post high school plan ❖ Percentage of underclassman that have registered for standardized tests
<p>^Individual Counseling^</p>	<ul style="list-style-type: none"> ❖ Short term counseling in order to build positive supports and individual skills 	S/E	<p><u>ASCA:</u> B-LS 4 B-SMS 7 M2</p>	September-June	<ul style="list-style-type: none"> ❖ Grades 9-12: Tier III 	<ul style="list-style-type: none"> ❖ High School Counselor ❖ School Psychologist 	<ul style="list-style-type: none"> ❖ Measure number of students utilizing CC

NCSD High School Counseling Plan

9th-12th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
<p>High School Counseling Center Community Outreach: Development of Google Site and Facebook page</p>	<ul style="list-style-type: none"> ❖ Inform community of important opportunities delivered by the high school, colleges, and local organizations ❖ Sharing and delivering school counseling programs virtually 	<p>S/E, ACADEMIC, CAREER & COLLEGE READINESS</p>	<p>ASCA: B-LS 5 B-LS 7 CDOS: 3a</p>	<p>August-June</p>	<ul style="list-style-type: none"> ❖ Grades 9-12: Tier II 	<ul style="list-style-type: none"> ❖ High School Counseling Department 	<ul style="list-style-type: none"> ❖ Increased number of followers ❖ Tracking numbers on Google Site
<p>PSAT Testing: Classroom program to prepare students for standardized college entrance exams</p>	<ul style="list-style-type: none"> ❖ Students will become familiar and better prepared for college entrance exams ❖ Counselors will deliver the results of the exam, and provide insight on the scoring 	<p>ACADEMIC, CAREER & COLLEGE READINESS</p>	<p>ASCA: B-LS 3 CDOS: 1</p>	<p>October prep, January result/delivery</p>	<ul style="list-style-type: none"> ❖ Grades *10-11*: Tier I 	<ul style="list-style-type: none"> ❖ High School Counselors ❖ PSAT testing materials ❖ PSAT score sheets ❖ Test prep guidelines/materials 	<ul style="list-style-type: none"> ❖ Total number of students registered
<p>Program Planning: Individual counseling session to review course offerings, graduation pathways, and educate about the classes requested</p>	<ul style="list-style-type: none"> ❖ Students will meet with their counselor and review the course recommendations made by current teachers in order to select appropriate courses for the upcoming school year 	<p>ACADEMIC, CAREER & COLLEGE READINESS</p>	<p>ASCA: B-LS 4 B-SMS 1 CDOS: 1</p>	<p>January</p>	<ul style="list-style-type: none"> ❖ Grades 9-11: Tier I 	<ul style="list-style-type: none"> ❖ High School Counselors ❖ High School Teachers ❖ Program of studies ❖ PowerSchool ❖ Naviance 	<ul style="list-style-type: none"> ❖ Total number of students seen over specific period of time
<p>^8th Grade Parent Night/Orientation^: Provide information to parents regarding the intricacies of the high school scheduling process, student schedules, and the high school counseling program</p>	<ul style="list-style-type: none"> ❖ Students and parents will be provided information about the high school academic programming, gain additional information regarding the expectations of the high school administration, and ease the comfort in the transition from middle to high school ❖ Students will become familiar with the high school layout 	<p>S/E, ACADEMIC</p>	<p>ASCA: B-SMS 10 M3</p>	<p>January</p>	<ul style="list-style-type: none"> ❖ 8th grade students: Tier I 	<ul style="list-style-type: none"> ❖ HS/MS School Counselors ❖ HS/MS administration ❖ Academic Directors ❖ Natural Helpers ❖ Student volunteers 	

NCSD High School Counseling Plan

9th-12th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/ Tier	Staff & Resources	Accountability
<p>^College and Career Night Program^: Grade level presentations and special interest workshops for parents and students with focus on post high school planning</p>	<ul style="list-style-type: none"> ❖ Students and parents will receive information first hand from college admission professionals regarding their post high school planning process ❖ Information regarding Career and Technical Education will be offered. 	<p>ACADEMIC, CAREER & COLLEGE READINESS</p>	<p>ASCA: M4 B-LS 4 CDOS: 1</p>	<p>Early Spring</p>	<ul style="list-style-type: none"> ❖ Grades 9-11: Tier I 	<ul style="list-style-type: none"> ❖ College Admission Professionals ❖ High School Counselors ❖ PTO ❖ Naviance ❖ Program materials 	<ul style="list-style-type: none"> ❖ Pre/Post Google Docs survey ❖ Paper feedback forms
<p>^Sophomore Career Program^: Classroom presentation to introduce students to the use of Naviance in their post high school planning process</p>	<ul style="list-style-type: none"> ❖ Students will complete an electronic interest inventory on Naviance in order to gain further understanding of the strengths they possess, both academic and interpersonally ❖ Students will begin to explore the academic preparation needed for a variety of careers tailored to their personal interests 	<p>CAREER & COLLEGE READINESS</p>	<p>ASCA: B-LS 5 CDOS: 1</p>	<p>March</p>	<ul style="list-style-type: none"> ❖ Entire 10th grade population: Tier I 	<ul style="list-style-type: none"> ❖ High School Counselors ❖ Naviance ❖ Computer lab ❖ Career Powerpoint ❖ High School Teachers 	<ul style="list-style-type: none"> ❖ Measure total number of students completing CII ❖ Pre/post survey completion
<p>Advanced Placement Testing: Coordination of Collegeboard testing program</p>	<ul style="list-style-type: none"> ❖ Students will be provided information and opportunity to take on AP exams 	<p>ACADEMIC, CAREER & COLLEGE READINESS</p>	<p>ASCA: B-LS 3 CDOS: 1 3a.6</p>	<p>March-May</p>	<ul style="list-style-type: none"> ❖ Grades 10-12: Tier I 	<ul style="list-style-type: none"> ❖ Collegeboard materials ❖ High School Teachers 	<ul style="list-style-type: none"> ❖ Measure total number of students registered for exam

NCSD High School Counseling Plan

9th-12th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC,S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
^College Application Preparation^: Coordination, preparation, and delivery of official college application documents	<ul style="list-style-type: none"> Counselors will aid in the support of student applications by preparing materials with the intent of highlighting the individual strengths of each student in their applications to post high school programs 	ACADEMIC, CAREER & COLLEGE READINESS	ASCA: M4 M5 CDOS: 1	Ongoing August-May	<ul style="list-style-type: none"> Entire 12th grade population: Tier I 	<ul style="list-style-type: none"> Naviance High School Counselor Transcripts Common Application Coalition Application High School Profile 	<ul style="list-style-type: none"> Create application report in Naviance for total number of applications processed against total students applied
^Case Conference^: Coordination of parent/teacher/student meetings	<ul style="list-style-type: none"> Develop an appropriate plan of action in order to assist students with an academic or social/emotional need Support parents and teachers in creating a bridge of communication when working with the student 	S/E, ACADEMIC	ASCA: B-LS 7 B-LS 9	Ongoing September-June	<ul style="list-style-type: none"> Grades 9-12: Tier III 	<ul style="list-style-type: none"> High School Counselor High School Teachers Building Administration Student records PowerSchool 	<ul style="list-style-type: none"> Measure total number of conferences held for year
^Academic Counseling^: Individual counseling for students not meeting academic needs	<ul style="list-style-type: none"> Students will develop strategies in order to find academic success 	S/E, ACADEMIC	ASCA: B-SMS 1 B-SMS 6	Ongoing September-June	<ul style="list-style-type: none"> Grades 9-12: Tier I 	<ul style="list-style-type: none"> High School Counselor Teacher reports Grade reports 	<ul style="list-style-type: none"> Measure total number of students seen over year
"Stress Free" Lunch	<ul style="list-style-type: none"> Sponsored event will provide light refreshments, therapy dogs, and a movie during lunch mods during busy times of year 	S/E	ASCA: B-SMS 7 B-SMS 8	November, May	<ul style="list-style-type: none"> Grades 9-12: Tier I 	<ul style="list-style-type: none"> High School Counselors Natural Helpers Therapy dogs 	<ul style="list-style-type: none"> Amount of times offered per year

NCSD High School Counseling Plan

9th-12th grade

Delivery	Foundation			Management			
Program Activity or Service	Program Objectives	ASCA Domain(s) (ACADEMIC, S/E, CAREER)	Student Standard (ASCA mindsets & behaviors, NYSED, CDOS)	Timeline	Student Focus/Tier	Staff & Resources	Accountability
^Student Support Team^: Consultation with team members regarding student needs	<ul style="list-style-type: none"> Identify students in need of support Form a specific action plan in order to meet student needs 	S/E, ACADEMIC	<u>ASCA:</u> M2	Ongoing September-June	<ul style="list-style-type: none"> Grades 9-12: Tier III 	<ul style="list-style-type: none"> High School Counselor Building Admin Psychologists Student records Social Workers School Nurse 	<ul style="list-style-type: none"> Dates met, topics covered, interventions attempted—measure success
^Consultation/Collaboration^: Consult and collaborate with parents, teachers, principals, students, and mental health professionals	<ul style="list-style-type: none"> Effectively meet the personal and academic needs of all students 	ACADEMIC, CAREER & COLLEGE READINESS, S/E	<u>ASCA:</u> M2	Ongoing August-June	<ul style="list-style-type: none"> Grades 9-12: Tier I 	<ul style="list-style-type: none"> Naviance High School Counselor Transcripts High School Teachers Psychologists Building Admin Community Resources Social Workers 	<ul style="list-style-type: none"> Individual counseling goals met Summer school registration Review of D/F notice
Academic Support Programs: Academic and emotional support for "at-risk" students delivered through high school assistance team, academic skills lab, and individual support team	<ul style="list-style-type: none"> Develop an appropriate plan of action in order to assist students with an academic or social/emotional need Support parents and teachers in creating a bridge of communication when working with the student Students identified will receive academic and emotional support in order to find success 	S/E, ACADEMIC, CAREER & COLLEGE READINESS	<u>ASCA:</u> B-SMS 1 B-SMS 2 B-SMS 3 B-SMS 6	Ongoing September-June	<ul style="list-style-type: none"> Grades 9-12: Tier II 	<ul style="list-style-type: none"> High School Counselor Teaching Assistant HSAT Teachers HS Administration Parents Social Workers Alt Ed Coordinator 	<ul style="list-style-type: none"> Number of students participating in program
^Financial Aid Night^	<ul style="list-style-type: none"> Professionals in the field of financial aid will provide information to students and families 	CAREER & COLLEGE READINESS	<u>ASCA:</u> M4	October	<ul style="list-style-type: none"> Grade 12: Tier I 	<ul style="list-style-type: none"> Financial Aid Professional Parents Students High School Counselor 	
^Anxiety Intervention^ (cannot be offered due to staffing 2021-2023): Coordination of services for students at risk due to anxiety	<ul style="list-style-type: none"> Students will have access to an educational program despite issues related to anxiety/depression Students will improve attendance and academic achievement 	S/E, ACADEMIC	<u>ASCA:</u> M1	Ongoing September-June	<ul style="list-style-type: none"> Grades 9-12: Tier III 	<ul style="list-style-type: none"> Room A 213 Social Workers Community Resources School Counselors 	<ul style="list-style-type: none"> Frequency of students who have utilized A 213 over a course of a year

K-12 School Counseling Guidance Plan

REFERENCES

American School Counselor Association. "ASCA Mindsets & Behaviors for Student Success: K-12 College- and Career-Readiness Standards for Every Student." <https://www.schoolcounselor.org/asca/media/asca/home/MindsetsBehaviors.pdf>

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