



Capital City Lighthouse (K-8)  
Jacksonville Lighthouse (K-12)  
Pine Bluff Lighthouse (K-8)

# Student Services Plan 2018-2019

This plan articulates the functions served by each of the components of a program of student services. The plan indicates development and implementation for providing student services to all students in the public school system.

This plan is based upon the needs identified by parents, teachers, staff, school leaders, students and other agencies with which the school district works.

## **Guidance, Career Planning, & Counseling Services**

Lighthouse Academies provides services to students in a regular school setting environment. Our campuses provide onsite Mental Health Providers through partnerships local agencies. We provide services in character development, behavior interventions, career/college planning, and academic achievement in order to help each student reach their full potential.

### **Role of School Counselors**

Our school assist students in a variety of ways. They provide individual, small group, and whole group lessons over a range of topics. In addition to these lessons, our school works with our students to ensure students are on track for graduation and they also plan college visits.

### **Goals & Objectives**

Goal 1: To provide students' academic, career/technical and college counseling.

Objectives:

1. Academic Counseling: The school will:
  - a. create a progression plan in relation to the student's high school courses
  - b. work with students on choosing appropriate courses as they enter high school
  - c. provide instructional support and suggestions for students that are struggling academically (remediation opportunities, online resources)
  - d. help students understand the relationship between classroom performance and academic success

2. Career/Technical Counseling: The school will assist students to:
  - a. understand the various careers and education that leads to those careers
  - b. learn about their own interests by providing career interest inventories
  - c. participate in activities such as online career fairs, school site fairs, college speakers on school site and advisory
  
3. College/Military Counseling: The school will assist students to:
  - a. enroll and complete courses in accordance with college admission requirements
  - b. help students understand the various college assessments
  - c. attend college in-person campus tours and virtual campus tours
  - d. meet with college admission reps to gain knowledge about the college
  - e. understand the different college majors and degree programs
  - f. understand the various aspects of financial aid, including scholarships
  - g. learn about the branches of the military, benefits of the military and meeting with their local military recruiter
  - h.

Goal 2: To provide students with personal counseling and character development

Objectives:

1. Personal Counseling: The school will:
  - a. provide personal counseling to students as needed through a partnership with Mental Health Professionals
  - b. use face to face or phone to conduct counseling sessions and conduct classroom observations
  - c. follow Lighthouse Academies protocols in crisis situations
  - d. assist families with the referral process to outside counseling agencies and other resources
  - e. Conduct SST (Student Support Meetings) which includes, students, parents, school leaders, teachers and counselor/case manager
  
2. Character Development: The school will:
  - a. provide scheduled presentations on SHINE Characteristics, personal growth and social/emotional support through town

- hall meetings
- b. create monthly themes in relation to character development traits
- c. assist students/families in understanding age appropriate social/emotional behavior
- d. Implement a restorative approach
- e. Employ a Culture Coordinator
- f. Employ a DCCA (Director for College and Career Advising) for High School Campuses only

Goal 3: The school will promote, develop and evaluate the school support services program

Objectives:

1. Promoting the school counseling program: The school will:
  - a. use various forms of communication such as school messenger, email, Dojo, REMIND app, website and newsletter to communicate the aspects/activities of the program
  - b. meet with staff on a regular basis to provide assistance with instructional support
  - c. promote a positive learning environment for students/families/staff
2. Develop the school counseling program: The school will:
  - a. attend professional development on a regular basis
  - b. collaborate and consult with other school counseling professionals
3. Evaluate the school counseling program: The school will:
  - a. evaluate the needs of students/families on an annual basis
  - b. provide needs assessment surveys to current students/families
  - c. reflect on the program as a whole and identify areas of improvement
  - d. follow up with graduates to better understand the effectiveness of the school counseling program through employing a college coach
  - e. interpret and disseminate data such as: testing results, graduation rate and course completion rate

# **Guidance and Counseling Services**

## **1. Individual Counseling**

All students are offered counseling services when issues arise. Referrals for counseling can be made by teachers, parents, school administrators, or themselves.

## **2. Orientation and Training**

All students and families complete orientation and training upon enrollment. In addition to courses, students/families can attend school tours and parent nights to learn about the transition from Elementary to Middle School and Middle School to High School.

## **3. Academic Advisement**

Our school reviews all students' records upon enrollment to ensure students are placed in the appropriate courses for graduation and personal growth. Each Spring, the student and their family meet to discuss with the Advisory/Counseling team to ensure that the course selection for the following year is beneficial for the student's academic growth and achievement as well as meet all state and school graduation requirements

## **4. Student Academic Records**

The school leaders and teachers have access to all student records in our Learning Management System. They use that data to help the student be successful in their academic pursuit.

## **5. Testing**

The school leadership and testing coordinator will help interpret and disseminate test results for faculty, students, parents, and the school community. Test results help the schools assist students in identifying their unique skills, abilities, and challenges. It also helps our school team to initiate changes in process, procedures, and course offerings to increase student success.

## **6. Follow-up of School Dropouts and Graduates**

We have school leaders to assist in the follow up with students who have dropped out of school. The following types of communication/contact are used to follow up with these students:

- A. Referrals
- B. Communication with parents
- C. Communication with students
- D. Requests from new schools
- E. Phone calls
- F. Emails

At-Risk students are identified at enrollment and supported by our Advisory Team in order to reduce the number of dropouts, suspensions, and truancies.

## **7. Parental Involvement**

The school encourages parents to take an active role in helping their children reach their potential. The schools communicate with parents in order to keep them updated on programs, opportunities, and/or information on ways to support their students at home.

## **8. Informational Resources**

The school uses informational resources for educational and vocational decision making. They work closely with a variety of school and community agencies, which include departments of health and social services, mental health centers, and advocacy groups. They identify school and community resources to help students and families cope with a variety of problems, and they support the established policies and procedures for interagency communication.

## **9. Educational, Academic, and Career Counseling**

The school leadership advises students in the areas of education, academic assessment, and career. Areas of advisement include national college assessments, workforce opportunities, and alternative programs that could provide successful high school completion and postsecondary opportunities.

## **Psychological Services**

The district provides psychological services to students. These services include, but are not limited to, the following: evaluation of students with learning or adjustment problems, evaluation of students for exceptional student programs, consultation and counseling with parents, students, and school personnel to ensure students are ready to succeed and that all students are preparing for college and work, provision of an early identification system of learning potential and factors that might affect educational performance, system for liaison and referrals with available resources, written policies that assure ethical procedures in psychological services.

## **Health Services**

All health services are provided by our onsite school nurse.