



COMPREHENSIVE SCHOOL COUNSELING PROGRAM

Southard Middle School

Comprehensive School Counseling Program (CSCP) Mission Statement

The mission of Southard Middle School Counseling Department is to provide to all students the opportunity for comprehensive counseling and guidance that promotes academic development, professional aspirations, and personal growth instilling in each student a passion for learning and a confidence for high achievement.

Program Definition

Below are the defining elements of our CSCP:

- Delivery- SMS counselors are professional educators with a mental health perspective who understand and respond to the challenges faced by diverse student populations with the support of administration and campus staff.
- Competencies- SMS counseling department supports the academic, social-emotional, personal, and career development ensuring today's students become the productive, well-adjusted adults of tomorrow.
- Clients- SMS counselors spend the majority of time working directly with students, teachers, parents, and the community in responsive services, individual student planning, as well as providing guidance curriculum to support the challenges students face in schools today.
- Organizational Elements- Elements that go into making our school counseling program organized to help ensure that unnecessary elements are left out and needed elements are maintained are:
 - Aligned with the *5th Edition of the Texas Model for CSCP*
 - District Improvement Plan
 - Campus Improvement Plan
 - SMS Yearly and Monthly Counseling Calendar
 - Time Tracker
 - Weekly Administrative/Counseling Meeting
 - Monthly Counselor Academy
 - District Counseling Handbook and District Forms for Policies and Procedures
 - Guidance Lessons

Program Rationale

Below are the 6 statements that make up the rationale for our CSCP:

1. To ensure that all students are receiving direct and indirect support and guidance in academic, career, and social competencies.
2. In order for students to reach their full potential academically, professionally, and personally.
3. We utilize research-based lessons and analyze campus data in order to address the needs of all of our students.
4. Based on observations and data analysis, we are able to determine if we are meeting our goals and if we need to adjust.
5. Support students in becoming go-getters, responsible citizens, involved members of the community, and critical thinkers.
6. Currently we are using the theories and ideas from Character Strong, Texas Model, and ASCA Mindsets and Behaviors, and our school Motto of GRIT (Go Getter, Responsible, Involved, Thinker).

Program Assumptions – see completed checklists in Texas Model Guide (p. 56)

Program Goals (highlighted) & Process

Needs Assessment Results:

- Our campus's current need for school counselors, based on the Campus Improvement Plan: anti-bullying program, attendance support, promote CATE courses, offer individual course planning, anger management counseling for students in ISS and DAEP, promote school/community pride and positive attitude, provide information on local resources, implement parent education programs, provide information about campus activities utilizing a variety of outlets, identify at-risk students, provide counseling services, academic remediation/summer school
- We have a continued need for a balanced service distribution, based on the recommended program balance service distribution for a middle school counseling program on page 125 of the Texas Model for Comprehensive School Counseling Program (5th edition).

We reviewed the following data points:

- Southard Middle School Campus Improvement Plan
- Southard Middle School Failure Reports
- Southard Middle School Behavior Referrals
- Southard Middle School Counselor Requests

We found the following patterns in our data :

- All grade levels show students need for peer conflict support, but the greatest need was among our 6th grade students.
- All grade levels show a need in helping with adult conflict and communication, with the highest reports being in 8th grade.
- All grade levels show a need for increased self-management and utilizing coping skills regarding anxiety.

We found the following areas of significance in our data points:

- There is an imbalance in the use of school counselors' time dedicated to components of the school counseling program.
- A disproportionate number of students are failing one or more classes for the first semester.

- There is a significant increase in behavior referrals compared to previous school years, however our campus had a greater number of students with very crowded common areas.

The most significant needs identified in needs assessments were:

- The need for a better balance for the counselors' use of time towards the components of the comprehensive school counseling program.
- The need for targeting and addressing student academic concerns earlier in the school year.
- The need for targeting and addressing student behavior concerns earlier in the school year.

Advisory council input/insight to be incorporated into CSCP goals:

- We will address the purpose of a Comprehensive School Counseling Program and how we can collaborate to achieve the goals of our program.

Program SMART Goals for the 2023-2024 Year

#1. By May 2024, 6/7/8th graders will have increased access to the counselors due to the counselors allocating their time to being more closely modeled to the percentages set by S.B. 179, which states that counselors will spend at least 80% of their time on duties that are components of a counseling program and 20% of their total work time on duties that are non-counseling activities.

#2. By May 2024, teachers will increase their knowledge and abilities in working with students through interventions, accommodations, and balance due to counselors spending 5% of their total work time collaborating and supporting teachers in the classroom and providing professional development opportunities in the areas of restorative practices, SEL program training, and additional classroom management to enhance student learning.

#3. By May 2024, students will have a reduction in unexcused absences, discipline referrals, and percentage of failures due to counselors spending 5% of their total work time implementing small groups, and monitoring and addressing academic and behavior concerns as well as parent partner opportunities and parent information sessions.

CSCP Design Priorities

Clients- ranked by importance according to our goals (1 is most important):

1. Students
2. Parents
3. Teacher
4. Administrators
5. Others

Student Needs- ranked by importance according to our goals (1 is most important):

1. Guidance Services (Individual and Group)
2. Social Emotional Development/ Behavior
3. Academic and Career Development

Student Competencies- ranked by importance according to our goals (1 is most important):

1. Personal Health and Safety
2. Intrapersonal Effectiveness
3. Interpersonal Effectiveness

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4. Post-secondary Planning and Career Readiness

School Counselor Competencies- ranked by importance according to our goals (1 is most important):

1. Counseling (Interventions for students personal/social development, individual/group counseling and advocacy for all students)
2. Guidance (theories, plan lessons, groups, involve others)
3. Professional Standards (ethics)
4. Professional Behavior (relationships, use of time)
5. Consultation and Coordination
6. Leadership
7. Student Assessment
8. Program Management (plan/implement CSCP)

Counselor Time/Program Component- ranked by importance according to our goals (1 is most important):

1. Guidance Curriculum (35-40%)
2. Responsive Services (30-40%)
3. Individual Planning (15-25%)
4. System Support (10-15%)

Program Design Template

Guidance Curriculum Services

1. Strategic Content Area-Personal Health and Safety

Needs Assessment Findings- Based on behavior reports, counselor requests, and Campus Improvement Plan

Guidance Curriculum Lesson Topic/s- anti-bullying, internet/social media respect and safety, anti-victimization, healthy relationships.

SMART Goal/s-

- By May 2024, students will have an increase in direct services provided by school counselors due to counselors spending 5% of their total work time implementing small groups, and monitoring and addressing academic and behavior concerns.
- By May 2024, 6/7/8th graders will have increased access to the counselors due to the counselors allocating their time to being more closely modeled to the percentages set by S.B. 179, which states that counselors will spend at least 80% of their time on duties that are components of a counseling program and 20% of their total work time on duties that are non-counseling activities.

2. Strategic Content Area-Interpersonal Effectiveness

Needs Assessment Findings- Based on behavior referral reports and Campus Improvement Plan

Guidance Curriculum Lesson Topic/s- Identifying Healthy Boundaries in Relationships, Identifying Healthy vs Unhealthy Relationships, Communication Skills

SMART Goal/s-

- By May 2024, teachers will increase their knowledge and abilities in working with students through interventions and accommodations due to counselors spending 5% of their total work time collaborating and supporting teachers in the classroom and providing professional development opportunities to enhance student learning.

- By May 2023, students will have an increase in direct services provided by school counselors due to counselors spending 5% of their total work time implementing small groups, and monitoring and addressing academic and behavior concerns.

3. Strategic Content Area-Intrapersonal Effectiveness

Needs Assessment Findings- Based on behavior referral reports and Campus Improvement Plan

Guidance Curriculum Lesson Topic/s- Goal setting, growth-mindset, organization, communication.

SMART Goal/s-

- By May 2024, students will have an increase in direct services provided by school counselors due to counselors spending 5% of their total work time implementing small groups, and monitoring and addressing academic and behavior concerns.
- By May 2024, 6/7/8th graders will have increased access to the counselors due to the counselors allocating their time to being more closely modeled to the percentages set by S.B. 179, which states that counselors will spend at least 80% of their time on duties that are components of a counseling program and 20% of their total work time on duties that are non-counseling activities.

4. Strategic Content Area-Post Secondary Education and Career Readiness

Needs Assessment Findings- Based on Campus Improvement Plan, behavior referral and failure reports

Guidance Curriculum Lesson Topic/s- Four Year Plan for High School, CATE Program Presentation, Career Inventories, SMART Goals

SMART Goal/s-

- By May 2023, teachers will increase their knowledge and abilities in working with students through interventions and accommodations due to counselors spending 5% of their total work time collaborating and supporting teachers in the classroom and providing professional development opportunities to enhance student learning.
- By May 2023, 6/7/8th graders will have increased access to the counselors due to the counselors allocating their time to being more closely modeled to the percentages set by S.B. 179, which states that counselors will spend at least 80% of their time on duties that are components of a counseling program and 20% of their total work time on duties that are non-counseling activities.

Campus Responsive Services

Identified Need #1- Anxiety and communication

Preventative, Remedial, or Crisis- Crisis

Intervention/Plan of Action- Notify parents, provide community resources

Outcome/Follow Up- Use the District Student Support Plan

Identified Need #2- Academic Failures

Preventative, Remedial, or Crisis- Remedial

Intervention/Plan of Action- Placing student on Academic Contract and contact parents

Outcome/Follow Up- Check-In with students regularly and discuss required actions for success.

Identified Need #3- Guidance Lessons supporting Anti-Bullying initiative

Preventative, Remedial, or Crisis- Preventative

Intervention/Plan of Action- Character Strong guidance lessons and classroom lessons given by the counselors

Outcome/Follow Up- Decrease the number of students experiencing and reporting bullying.

Individual Planning Priorities

Domain- Career

Goal- Set up four-year plans for 8th graders and provide career guidance lessons for 6th and 7th graders.

School Counselor Considerations- All grade levels will complete grade specific career exploration activities using online career assessment tools from O*NET and Texas OnCourse.

Advocacy- Send home informational brochures to inform parents of the importance of Four-Year High School Plans.

Domain- Education

Goal- Provide academic support for students in danger of failing for the school year.

School Counselor Considerations- Is the student currently being served or should the student be considered for RTI, 504, or SPED services?

Advocacy- Make appropriate recommendations and referrals.

Domain- Personal

Goal- Provide resources and guidance for student intrapersonal skills

School Counselor Considerations- How does the student currently feel about him/herself? Does the student feel support by family, friends, and the school community?

Advocacy- Help students become their own advocate.

System Support Tools

Monthly Calendar- see attached calendar at end of this CSCP.

Program Balance Chart/Weekly Schedule- see next page.

KEY for the following tools:

GC: Guidance Curriculum
RS: Responsive Services
IP: Individual Planning
SS: System Support
NCD: Non-counseling duty

Program Balance Chart/Weekly Schedule Example

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
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8-8:30	Guidance	System Support	Guidance	System Support	Guidance
8:30-9	Guidance	System Support	Guidance	System Support	Guidance
9-9:30	Responsive	Responsive	Responsive	Responsive	Responsive
9:30-10	Responsive	Responsive	Responsive	Responsive	Responsive
10-10:30	Responsive	Responsive	Responsive	Responsive	Responsive
10:30-11	Responsive	Responsive	Responsive	Responsive	Responsive
11-11:30	Non-Counseling Duties	Guidance	Non-Counseling Duties	Guidance	Non-Counseling Duties
11:30-12	Non-Counseling Duties	Guidance	Non-Counseling Duties	Guidance	Non-Counseling Duties
12-12:30	Non-Counseling Duties	Guidance	Non-Counseling Duties	Guidance	Non-Counseling Duties
12:30-1	System Support	Guidance	Guidance	Guidance	System Support
1-1:30	System Support	Guidance	Guidance	Guidance	System Support
1:30-2	Individual Planning	Individual Planning	Individual Planning	Individual Planning	Individual Planning
2-2:30	Individual Planning	Individual Planning	Individual Planning	Individual Planning	Individual Planning
2:30-3	Individual Planning	Individual Planning	Individual Planning	Individual Planning	Non-Counseling Duties
3-3:30	Guidance	System Support	Guidance	System Support	Guidance
3:30-4	Guidance	System Support	Guidance	System Support	Guidance

Counseling Department Monthly Calendar

This calendar is based on the following guidelines.

1. The Texas Model School Counseling Program Guide Components and Content Areas of:

<u>Components</u>	<u>Content Areas</u>
Guidance Curriculum	Interpersonal Effectiveness
Responsive services	Intrapersonal Effectiveness
Individual Planning	Personal Health and Safety
System Support	Post-Secondary Planning and Career Readiness

2. The program goals of the Comprehensive School Counseling Program:

Counseling Program Goals for the 2023-2024 Year

Goal 1: By May 2024, 6/7/8th graders will have increased access to the counselors due to the counselors allocating their time to being more closely modeled to the percentages set by S.B. 179, which states that counselors will spend at least 80% of their time on duties that are components of a counseling program and 20% of their total work time on duties that are non-counseling activities.

Goal 2: By May 2024, teachers will increase their knowledge and abilities in working with students through interventions and accommodations due to counselors spending 5% of their total work time collaborating and supporting teachers in the classroom and providing professional development opportunities to enhance student learning.

Goal 3: By May 2024, students will have an increase in direct services provided by school counselors due to counselors spending 5% of their total work time implementing small groups, and monitoring and addressing academic and behavior concerns.

3. Campus Improvement Plan Goals:

Campus Improvement Plan goals will be determined at our Campus Improvement Plan meeting at the conclusion of this school year and added at that time.

CALENDAR

August

Content Area- Personal Health and Safety

CSCP Goals Addressed- 1, 2, 3

Domain- Personal

Guidance Curriculum Lesson Topics

- Character Strong (Welcome, Building Community, Foundation)
- Meet the Counselor, counselor request forms, incident reports with school marshall
- Open House
- Parent Informational Presentation - Dangers of Vaping

Major Projects/Events-

- Plan Semester 1 Guidance Lessons
- Counseling program presentation to staff
- Parent/Student schedule consults
- Create yearly counseling calendar

September (Hispanic Heritage Month)

Content Area- Interpersonal Effectiveness, Personal Health and Safety

CSCP Goals Addressed- 1, 2, 3

Domain- Academic

Guidance Curriculum Lesson Topics

- Character Strong (Foundations)
- Internet Safety (Common Sense Curriculum, 6th-8th Grade)
- 180 Degree Program

Major Projects/Events-

- Student concern check-ins
- National Suicide Prevention Week activities
- Plan/Start Semester 1 Group Counseling (6-8th Grade Lunch Bunch Groups 5 meetings)
- Parent Partner - Coffee with the counselor info meeting

October

Content Area- Personal Health and Safety

CSCP Goals Addressed- 1, 2, 3

Domain- Social

Guidance Curriculum Lesson Topics -

- Bullying Prevention
- Character Strong (Value and Purpose)

Major Projects/Events-

- Academic student concern conferences
- Cont. 1st Semester Group Counseling
- Start Group 2 Lunch Bunch
- Red Ribbon Week School Wide Activities
- PALS Program

November

Content Area- Post Secondary Planning/Career Readiness

CSCP Goals Addressed- 1, 2, 3

Domain- Career

Guidance Curriculum Lesson Topics -

- Signs of Suicide Presentation (BIM Classes)
- Character Strong (Emotion Regulation, Empathy, Compassion)

Major Projects/Events-

- SEL Student Conferences
- Document group/individual outcomes and refer/consult
- Angel Tree
- Parent Partner - Coffee with the counselor info meeting

December

Content Area- Intrapersonal Effectiveness

CSCP Goals Addressed- 1, 2, 3

Domain- Personal

Guidance Curriculum Lesson Topics (GC)-

- 8th Grade - Signs of Suicide Presentation
- Character Strong (Emotion Regulation, Empathy, Compassion cont.)

Major Projects/Events-

- PALS program
- Plan 2nd semester guidance lessons
- Check-Ins with students

WINTER BREAK

January

Content Area- Career and College

CSCP Goals Addressed- 1, 2, 3

Domain- Social

Guidance Curriculum Lesson Topics

- Registration through BIM
- Career Guidance – 8th Grade
- Parent Meeting to Present PHS Endorsements
- Character Strong (Cont. Empathy and Begin Goals and Habits)

Major Projects/Events-

- Advise 2nd semester student concerns
- Incoming 9th grade registration
- Start Group 3 small groups
- Academic Contract Meetings for Semester Failures

February

Content Area-Personal Health and Safety

CSCP Goals Addressed- 1, 2, 3

Domain- Personal

Guidance Curriculum Lesson Topics (GC)-

- Character Strong (Goals and Habits cont.)
- Test Anxiety
- Stress Management
- Making and keeping friends

Major Projects/Events-

- Academic concern student conferences
- Parent Partner - Coffee with the counselor info meeting

March

Content Area- Intrapersonal Effectiveness

CSCP Goals Addressed- 1, 2, 3

Domain- Academic

Guidance Curriculum Lesson Topics (GC)-

- Character Strong (Reflections and as needed topics)

Major Projects/Events-

- Start Group 4 small group lunch bunch
- SEL concern student conferences

April

Content Area- Post Secondary Planning/Career Readiness

CSCP Goals Addressed- 1, 2, 3

Domain- Academic

Guidance Curriculum Lesson Topics (GC)-

- Character Strong (Handling Conflict & Increasing Well-Being)
- Coping Skills

Major Projects/Events-

- Continue 2nd semester group counseling
- Student conferences for academic needs
- Parent Partner - Coffee with the counselor info meeting

May

Content Area- Post Secondary Planning/Career Planning

CSCP Goals Addressed- 1, 2, 3

Domain- Career

Guidance Curriculum Lesson Topics (GC)-

- Career Guidance – 6th and 7th
- Character Strong (Being School Leaders & Final Reflections)

Major Projects/Events-

- PALS Celebration
- Document student outcomes and refer/consult

June

Content Area- N/A

CSCP Goals Addressed- 1, 2, 3

Domain- Career

Guidance Curriculum Lesson Topics (GC)-

- N/A

Major Projects/Events-

- 2nd semester group data analysis
- Planning meeting with Administrators
- Create/present next year's CSCP goals to leadership team for feedback/revision