

LAKEVIEW SD
K-12 Guidance Plan I 2022 - 2027

GUIDANCE PLAN PROFILE

PROFILE

LEA Name
Lakeview SD

AUN
104433903

Address 1
2482 Mercer St

Address 2

City
Stoneboro

State
PA

Zip Code
16153

LEAD COUNSELOR

Lead Counselor Name
Alicia Sciarretta

Lead Counselor Phone Number
724-376-7911

Extension
6108

Lead Counselor Email
a_sciaretta@docs.lakeview.k12.pa.us

CHIEF SCHOOL ADMINISTRATOR

Chief School Administrator Name
Dr Hendley D Hoge

Chief School Administrator Phone Number
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Extension

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GUIDANCE MISSION STATEMENT AND CTE PROGRAMS

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1. Enter your school's Guidance Services Mission Statement that reflects the school's mission and includes reference to the three domains (academic, career, social/emotional), and equity and access for all students (500 character limit).

School counseling is a process of helping students by assisting them in academic, personal and social issues within the school setting. Counselors assist students through listening to their issues and provide support and assistance in making decisions, changing behaviors, goal setting in academic and transitional affairs. School Counselor's work with all students, school staff, families and members of the community as an integral part of the educational process. The school counseling program.

2. Does your school offer PDE-approved Career and Technical Education (CTE) programs, or send students to a Career and Technical Center (CTC) or to another school that offers PDE-approved CTE programs?

Yes

Indicate whether your school offers PDE-approved CTE programs or to which school/CTC do you send students to gain CTE instruction (500 character limit).

The Lakeview Middle-High School has an ongoing partnership with the Mercer County Career Center. Students are able to select from one of sixteen programs offered through the Career Center. Students who qualify for attending the Career Center attend their program of choice for half of the school day. All of the programs offered are a minimum of two years.

339.31 BOARD-APPROVED GUIDANCE PLAN

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3. Is your K-12 Guidance Plan approved by your School Board or Joint Operating Committee?

Yes

Enter date when last approved by Board/JOC.

2016-04-25

339.32(1) CAREER AND TECHNICAL CURRICULA

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4. Does your school provide career guidance services curriculum to assist all students with unbiased occupational and educational information necessary for realistic career planning?

Curriculum should be available during Perkins and APE/339 compliance reviews.

Yes

5. Does your school maintain a monthly calendar or monthly listing of K-12 career guidance services offered, organized by domain (academic, career, social/emotional) and grade level? The calendar should include ongoing activities to assist all students (and their parents) with career planning to meet student needs and interests.

Yes

Upload Monthly Guidance Services Calendar/List (12 pages maximum)

Copy of Lakeview School District Guidance

Program Calendars.pdf

Elementary Program Calendar

<p><u>August</u> Academic: N/A Career: N/A Social/Personal:</p> <ul style="list-style-type: none"> • Agency consult, releases, and collaborating • Working on class lists and student check in's for services • Intensive counseling referrals 	<p><u>September</u> Academic</p> <ul style="list-style-type: none"> • 504 updates and meetings • Meeting with new students • Consults with teachers <p>Career</p> <ul style="list-style-type: none"> • 5th grade careers class • Set up fire safety week <p>Personal/Social</p> <ul style="list-style-type: none"> • Organize Red Ribbon week activities • Reinforce PBIS expectations • Individual counseling • Organize Guidance Calendar • Set up SEL Second Step Lesson's with grades K-5
<p><u>October</u> Academic:</p> <ul style="list-style-type: none"> • Solutions Team meetings • Consults with Teachers • Meeting with new students <p>Career</p> <ul style="list-style-type: none"> • 5th grade career class • Grade 2 (All about me) • Grade 3 (Incredible me and my future) • 4th grade entrepreneur project • Fire safety (2nd grade) <p>Personal/Social</p> <ul style="list-style-type: none"> • SEL Second step class with grades K-5 weekly • Peer mediation • Individual and group counseling • Red Ribbon Week 	<p><u>November</u> Academic:</p> <ul style="list-style-type: none"> • Parent Teacher Conferences • Consults and Solutions referrals • 504 plans <p>Career</p> <ul style="list-style-type: none"> • 5th grade career class • 4th grade career project <p>Personal/Social</p> <ul style="list-style-type: none"> • SEL Second step class with K-5 • Strengthening Families/Camp kids assistance • Lunch bunches • Individual Counseling • Crisis prevention and intervention • Peer mentoring

December**Academic:**

- PLC planning
- Assisting students in school work
- Solutions Team meetings

Career

- 5th grade careers class

Personal/Social

- SEL Second Step classes K-5
- Peer mentoring/lunch bunch
- Individual counseling
- Peer Mediation
- Classroom readings

January**Academic**

- Ongoing student academic guidance(study skills/organization)
- Teacher consultations/student meetings
- Solution Team Referrals
- PBIS assembly

Career

- 5th grade careers class

Personal Social

- SEL Second Step classes K-5
- Individual Counseling
- Lunch groups
- Peer Mediation

February**Academic**

- Solutions team meetings
- IEP meetings
- 504 Planning
- SAC for PSSA testing

Career

- 5th grade careers class
- SEL cross over topics

Personal/Social

- Second Step class grades K-5
- Individual Counseling
- Peer mediation
- Social skills teaching
- Attorney General's office presentation (Digital Citizenship)
- Peer mentoring groups

March**Academic**

- PSSA prep grades 3-5
- PSSA coordinator meetings
- PSSA training
- PSSA booklet prep and test organization
- PSSA grouping
- Distribution of Parent information for PSSA
-

Career

- 5th grade career class project

Personal/Social

- SEL Second Steps classes grades K-5
- Individual Counseling
- Peer Mediation
- Classroom guidance lesson's

April

Academic

- PSSA preparation (labelling booklets, creating groups, PA secure ID lists, organizing tests, training administrators and proctors, test security forms, ensuring test security, distributing and collecting tests)
- PSSA testing (oversee testing)
- Completion of testing (make ups held)
- Organizing and checking that all booklets and materials are accounted, properly organized and returned to DRC)
- Complete any online DRC information

Career

- 5th grade careers class

Personal/Social

- Individual Counseling
- SEL lesson's

May

Academic

- Completion of PSSA (making sure all makeups and materials are returned to DRC in last shipment)
- Organizing 5th grade step up day
- Working on classroom lists
- 504 Updating, planning, meetings

Career

- 5th grade career classes
- 5th grade completion of career portfolio
- 4th grade assembly line project
- Career Fair

Personal/Social

- SEL classroom guidance lessons K-5
- Support PBIS activities
- 5th grade move up meetings
- Individual Counseling

Middle School Guidance Program Calendar

August

Academic

New Student Orientation
Create New Student Schedules
CSIU Corrections/Changes
Student Schedule Changes
Communicate with parents re: schedules

Career

Career Exploration Prep

Personal/Social

Agency Consultations
Teacher/Staff Consultations
Backpack Program Preparation
Individual Student Consultations
SEL Preparation

September

Academic

Communication with
Parents/Teachers/Staff
New Student Check In's
Create Guidance Schedule
Develop Small Groups

Career

Create and facilitate Career Guidance
Lessons (Career Exploration lessons occur once a
day)

Organize student career readiness folders

Personal/Social

SAP Preparation and Facilitation
Communicate with community partners for
the Backpack Program
Red Ribbon Week Prep
Implement Positive Behavior Support Plan
Individual student counseling, peer mediation,
behavior management
Develop Small Groups

October

Academic

Assist in finding tutors for students
Review 504's
Update 504's as needed
Organize parent/teacher meetings
Review Grades
Schedule Adjustments

Career

Prep for 8th grade Career Center visit
Create career exploration lessons
Implement career exploration lessons
Update student career readiness folders

Personal/Social

Red Ribbon Week
SAP meeting prep and meetings
Individual student counseling, peer
mediation, behavior management/modification
Communication with outside agencies ie.
CCC, Rock Creek Wellness, Sharon
Regional/Pathfinders, MHY
Backpack Program Distribution

November

Academic

Parent/teacher conferences
Review grades and meet with students at
risk of failing
Schedule parent meeting re: grades
Grade modifications

Career

Career Center Trip
Ch 339 folders
Classroom guidance lessons

Personal/Social

SAP preparation and meeting facilitation
Backpack Program
Individual student counseling, peer
mediation, behavior management
Communication with outside agencies ie.
CCC, Rock Creek Wellness, Sharon
Regional/Pathfinders, MHY
Student Observations

<p><u>December</u></p> <p><i>Academic</i> Review student grades Student/parent meetings re:grades</p> <p><i>Career</i> Career Exploration Lessons Organize and update career readiness folder</p> <p><i>Personal/Social</i> SAP facilitation Individual student counseling, peer mediation, behavior management Create list and distribute Nike gift certificates to families in need Communication with outside agencies ie. CCC, Rock Creek Wellness, Sharon Regional/Pathfinders, MHY</p>	<p><u>January</u></p> <p><i>Academic</i> Contact parents via letter and phone regarding student grades Review PSSA information Share PSSA dates and training link with staff Grade changes as appropriate</p> <p><i>Career</i> Career Exploration Lessons Update Ch 339 folders</p> <p><i>Personal/Social</i> SAP preparation and facilitation Communication with outside agencies ie. CCC, Rock Creek Wellness, Sharon Regional/Pathfinders, MHY Individual student counseling, peer mediation, behavior management</p>
<p><u>February</u></p> <p><i>Academic</i> Review PSSA administration manual School Assessment Coordinator -meeting for PSSA's View grades of students with failing grades and meet with students individually Begin building bell schedule</p> <p><i>Career</i> Career Exploration Guidance Lessons(once a day)</p> <p><i>Personal/Social</i> SAP meetings Backpack Program Contact parents and outside agencies as follow-up</p>	<p><u>March</u></p> <p><i>Academic</i> PSSA coordinator meeting Create PSSA schedule Create PSSA groups Meeting/training with PSSA proctors Inventory PSSA materials Distribute PSSA materials to parents/guardians Work on master schedule Collaborate with CSIU to update/roll over schedule in the system Distribute band/choir elective forms</p> <p><i>Career</i> Career exploration classroom lessons Add artifacts to 339 folders</p> <p><i>Personal/Social</i> Individual student counseling, peer mediation, behavior management Prepare for and facilitate SAP meetings</p>

<p><u>April</u></p> <p><i>Academic</i> PSSA preparation including, but not limited to, labeling booklets, meeting with proctors, signing test security forms, ensuring test security, distributing and collecting booklets and testing materials to proctors, creating PA secure ID lists PSSA's take place Continue to work on master schedule</p> <p><i>Career</i> Career exploration guidance lessons(once a day)</p> <p><i>Personal/Social</i> Backpack Program Individual student counseling, peer mediation, behavior management Prepare for and facilitate SAP meetings</p>	<p><u>May</u></p> <p><i>Academic</i> Completed PSSA booklets are packed and shipped to DRC Meet with students and parents to discuss grades and make summer school arrangements if needed Finalize master schedule Input student schedules into the CSIU system</p> <p><i>Career</i> Career exploration guidance lessons(once a day)</p> <p><i>Personal/Social</i> Prepare for 5th grade step-up day 5th grade step-up day Backpack Program Individual student counseling, peer mediation, behavior management</p>
<p><u>June</u></p> <p><i>Academic</i> Create student schedules and finalize the master schedule Upload schedules into CSIU</p> <p><i>Career</i> Input Career Readiness artifacts into student portfolios Prepare career exploration lessons for upcoming year</p> <p><i>Personal/Social</i> Individual student counseling, peer mediation, behavior management</p>	

High School Program Calendar

<p><u>August</u> Academic : Scheduling Adjustments for Master schedule, Student schedule changes, special schedule adjustments, 504 plans updated, enrollment and students moving out of the district. Scheduling LEAD Classes, AP class setup Career: College/trade school/ military visits scheduled, teach Careers Class, ASVAB testing (sophomores) Personal/social: New student visits and orientations, Open House, counseling list updated for outside agencies, schedule school community service project with local organizations</p>	<p><u>September</u> Academics: Student schedule changes, transcript reviews, Scheduling LEAD Classes, 504 plans updated, planning guide presentations for Juniors and Seniors, new enrollments, Graduation portfolios Career: College/trade school/ military visits scheduled, teach Careers Class Personal: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues</p>
<p><u>October</u> Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, PSAT testing, progress reports, report cards, Graduation portfolios Career: College/trade school/ military visits scheduled, teach Careers Class, ASVAB testing (juniors and seniors), Thiel College Career fair, assist with College Applications Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues, school sponsored community service project.</p>	<p><u>November</u> Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, Winter Keystone prep, Graduation portfolios Career: College/trade school/ military visits scheduled, teach Careers Class, College application assistance, Financial Aid Night, assist with College Applications, MCCC visit for 10th graders Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues</p>
<p><u>December</u> Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, progress reports, Winter Keystones, Department Master Scheduling meetings, Graduation portfolios Career: College/trade school/ military visits scheduled, teach Careers Class, assist with College Applications Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues</p>	<p><u>January</u> Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, PSAT testing, reports cards, Winter Keystones, Master Scheduling meetings, Graduation portfolios, report card failure list Career: teach Careers Class, assist with College Applications, Scholarship Program for Seniors Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues</p>

February

Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, progress reports, Master scheduling building, Graduation portfolios, Scheduling conferences (all grade levels)

Career: teach Careers Class, assist with College Applications, Scholarship Program for Seniors, MCCC applications turned in

Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues

March

Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, Report Cards, Master scheduling building, Graduation portfolios, Course scheduling input

Career: teach Careers Class, assist with College Applications, Scholarship Program for Seniors, MCCC applications turned in

Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues

April

Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, progress reports, Master scheduling building, completed graduation portfolios due, Keystone prep, AP exam prep

Career: teach Careers Class, assist with College Applications, process local scholarship for Seniors

Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues

May

Academic: Individual academic counseling, progress reports, attendance issues, LEAD updates, progress reports, Master scheduling building, Graduation portfolios meetings, Keystones, AP exams, graduation prep, awards assembly prep

Career: teach Careers Class, assist with College Applications, process local scholarships for seniors

Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues

June

Academic: Report cards, final transcripts, college transcripts sent out, graduation, failure list, master schedule work, awards assembly, AP exams

Career: teach Careers Class, assist with College Applications, process local scholarship for Seniors

Personal/ Social: SAP meeting, individual counseling, PBIS, Assist Principal with various student issues

339.32(2) EDUCATIONAL CAREER PLAN

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6. Does your school/CTC guidance services action plan maintain written strategies for developing and sustaining an individual student career plan that addresses academic and technical preparation, postsecondary education, and training via individual and group counseling and assessment?

The student career plan should align to Career Education and Work Standards and evidence required by Future Ready PA Index. The Career Plan should be available during Perkins and APE/339 compliance reviews.

Yes

339.32(3) OCCUPATIONAL INFORMATION

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7. Does your school maintain a listing of diverse external resources, organized by the 16 National Career Clusters, that includes topics such as career readiness, work-based learning experiences, and postsecondary and technical training options?

Yes

Upload List of Career Resources (16 pages maximum)

16 National Career Clusters Resources.pdf

Career Clusters Resources

Clusters	Grade Level	Resource Utilized
Agriculture, Food and Natural Resources	5 8 9-12	Presentation on Jobs in Agriculture/Lesson on Farming/Adopt a Cow program Sixteen Career Clusters Video and Education Planner website and activity Vo-Ag program, Culinary Classes, Career Center Culinary Program, Career's class presentations, Business and Industry fair
Architecture and Construction	5 8 9-12	Career Research Report Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Career Center Construction program, Advanced Manufacturing Classes, Career's Class Presentations, Business & Industry fair
Arts, A/V Technology and Communication	5 8 9-12	Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Art Classes, Career's Class Presentations, Business & Industry fair
Business Management and Administration	5 8 9-12	Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Business Classes, Innovation & Entrepreneurial Development Program Career Center, Career's Class Presentations, Business & Industry fair
Education and Training	5 8 9-12	Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Multiple High School classes, Career's Class Presentations, Business & Industry fair
Finance	5 8 9-12	Sixteen Career Clusters Video and Education Planner website and activity HS Personal Finance courses, HS Economics classes, Career's Class Presentations, Business & Industry fair
Government and Public Administration	5 8 9-12	Sixteen Career Clusters Video and Education Planner website and activity Multiple High School classes, Career's Class Presentations, Business & Industry fair
Health Science	5 8 9-12	Career Lesson and Presenter on Surgical Technician Sixteen Career Clusters Video, Career Center Visit/Promotional Visit and Education Planner website and activity Health Care Careers Career Center, Multiple High School classes, Career's Class Presentations, Business & Industry fair
Hospitality and Tourism	5 8 9-12	Sixteen Career Clusters Video and Education Planner website and activity Career's Class Presentations, Business & Industry fair
Human Services	5 8 9-12	Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Multiple High School classes, Career's Class Presentations, Business & Industry fair
Information Technology	5 8 9-12	Sixteen Career Clusters Video, Career Center Visit/Promotional Video and Education Planner website and activity Computer Information Technology Program Career Center, Computer Programming Career Center, Multiple High School classes
Law, Public Safety, Corrections and Security	5 8 9-12	Career Lesson and Presenter on Juvenile Probation Sixteen Career Clusters Video and Education Planner website and activity HS Law class, Career's Class Presentations, Business & Industry fair
Manufacturing	5 8 9-12	Sixteen Career Clusters Video and Education Planner website and activity Manufacturing Enterprise, Innovation & Entrepreneurial Development Career center, Career's Class Presentations, Business & Industry fair
Marketing, Sales and Services	5 8 9-12	Live Amazon Fulfillment Center Tour Sixteen Career Clusters Video and Education Planner website and activity HS Info to Marketing, Innovation & Entrepreneurial Development Career center
Science, Technology, Engineering and Math	5 8 9-12	Live Amazon Fulfillment Center Tour Sixteen Career Clusters Video and Education Planner website and activity Multiple High School classes, Career's Class Presentations, Business & Industry fair
Transportation, Distribution and Logistics	5 8 9-12	Live Amazon Fulfillment Center Tour Sixteen Career Clusters Video, Career Center Visit/Promotional Visit and Education Planner website and activity Logistics Course Career Center, Career's Class Presentations, Business & Industry fair

339.32(4) CUMULATIVE RECORDS

339.32(4) CUMULATIVE RECORDS

8. Does your school maintain a document showing major career guidance service goals and objectives that reflect objectives that reflect a general big idea, followed by specific and measurable goals that use the data?

The document should include details on how guidance staff gather and utilize cumulative student data and records.

Yes

Upload career guidance service goals and objectives document (3 pages maximum).

Copy of Elementary systems
delivery.docx.pdf

Middle School Systems Delivery.docx.pdf

High School systems delivery.pdf

Grades K-5

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students preK-12.	Prevention, Intervention and Responsive Services Addresses school and student needs	Individual Student Planning Assists students and parents in development of academic and career plans.	System Support Includes program, staff and school support activities and services.
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation	Purpose Prevention, Intervention and Responsive services to groups and/or individuals.	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose Program delivery and support.
Academic Classroom guidance lessons	Academic Solutions Team Parent, teacher and individual student conferences	Academic Individual Counseling Career interviews	Academic Solutions Team meetings Evaluations and Referrals
Career Classroom guidance lessons Portfolio data collection	Career Career resources Career education and work standards Career programs	Career Individual career portfolio Career interviews	Career 5 th grade careers class and career fair
Personal/Social Classroom guidance lessons PBIS program	Personal/Social Individual and small group counseling Lunch Bunch groups Social skills groups	Personal/Social Individual Counseling 5th grade careers class	Personal/Social Second Steps Program PBIS program 5th grade careers class
Percentage of Time 40%	Percentage of Time 35%	Percentage of Time 10%	Percentage of Time 15%

Grades 6-8

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students preK-12.	Prevention, Intervention and Responsive Services Addresses school and student needs	Individual Student Planning Assists students and parents in development of academic and career plans.	System Support Includes program, staff and school support activities and services.
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation	Purpose Prevention, Intervention and Responsive services to groups and/or individuals.	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose Program delivery and support.
Academic Facilitate 8th grade Career Exploration class(Guidance 8); Meet with staff and parents to develop academic plans as needed; Create a developmental schedule for students in grade 6-8	Academic Student Assistance Program Team Leader; Quarterly student meetings regarding grades and progress; Intervention parent and teacher meetings; Department Meetings	Academic Student 504 plan reviews; consult with teachers/parents/students regarding classroom placement; Assist 8th grade student with scheduling for 9th grade;	Academic Leading and Preparing for Student Assistance Program meetings; attending and providing supports during parent/teacher conferences; PSSA Coordinator; consult with staff regarding Master Schedule creation; Orientations
Career Prepare for and facilitate 8th Grade Career Exploration class; Create and update student Career Readiness Portfolios	Career Facilitate 8th Grade Career Center visit or Career Center Virtual Video Presentation; introduce students to the Occupational Outlook Handbook	Career Student Career Readiness Portfolios; 8th Grade Career Exploration class; Career Center exploration activities; individual consultation with students regarding the Career Center	Career Career Center Visit/Career Center Virtual Visit; Career Exploration class activities

Personal/Social Prepare for and facilitate incoming 6th grader Step-Up Day; PBIS team member; SAP team leader and facilitator; small groups for middle school students; BIMAS II screener sent out to all students in grades 6-8	Personal/Social Student Assistance Program Team Leader; PBIS team member; Red Ribbon Week Drug Prevention; New student tours; Facilitate Small Groups; peer mediation sessions; Individual student meetings; make referrals to outside agencies as needed; meet with student/make parent contact/make referral based on the results of student BIMAS II results	Personal/Social Individual student meetings; meetings with parents and staff; small groups; communicate with counselors/therapists as appropriate	Personal/Social PBIS team member; Backpack Program school liason; Red Ribbon Week activities and program; Small student groups; Student Assistance Program preparation and follow through
Percentage of Time 40%	Percentage of Time 35%	Percentage of Time 10%	Percentage of Time 15%

Grades 9-12

<p>Guidance Curriculum</p> <p>Provides developmental, comprehensive guidance program content in a systematic way to all students preK-12.</p>	<p>Prevention, Intervention and Responsive Services</p> <p>Addresses school and student needs</p>	<p>Individual Student Planning</p> <p>Assists students and parents in development of academic and career plans.</p>	<p>System Support</p> <p>Includes program, staff and school support activities and services.</p>
<p>Purpose</p> <p>Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation</p>	<p>Purpose</p> <p>Prevention, Intervention and Responsive services to groups and/or individuals.</p>	<p>Purpose</p> <p>Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.</p>	<p>Purpose</p> <p>Program delivery and support.</p>
<p>Academic</p> <p>Meet with staff to discuss the Program of Studies, new course offering and potential areas of growth relating to the current job market, teach ninth grade career's class</p>	<p>Academic</p> <p>Arrange progress monitoring meetings, Transcript evaluation for graduation requirements, Early intervention meetings, Department team meetings, Meet with failing students, Quarterly grade reports</p>	<p>Academic</p> <p>Consult with faculty about, student placement/IEP/504 Plans, Consult with Personal Care Assistants, Therapeutic Staff Support, & Behavioral Specialist Consultants</p>	<p>Academic</p> <p>Consult with staff, Keystone Coordination, Assist with ER Reviews, Facilitate teacher training & team meetings, Assure all students meet, graduation requirements, Assist with graduation program, Coordinate Senior Awards Assembly, Graduation Project Coordinator, College/ trade school/ Military visit</p>

<p>Career</p> <p>Ninth grade career's class lesson, Graduation portfolio artifacts and document collection begun</p>	<p>Career</p> <p>Educate students on current job market outlooks and trends in hiring</p>	<p>Careers</p> <p>Career Education Curriculum- Introduce ,reinforce & implement plans, Meet with College Representatives, Meet with Seniors & Juniors to discuss career plans, Schedule students for upcoming year, coordinate work release and internship program, Meet with College Representatives, Coordinate MCCC visits & educate students on programs available, Coordinate Business & Industry Career Fair trip</p>	<p>coordinator</p> <p>Careers</p> <p>Write letters of recommendation/ prepare applications for colleges & universities, PSAT administration ASVAB coordination, Keystone Retest coordination, PHEAA Financial, Aid Workshop, AP Test Coordination with teachers and students</p>
<p>Personal/Social</p> <p>High School Freshman Orientation ninth grade careers class lessons</p>	<p>Personal/Social</p> <p>Open House, Drug & Alcohol Prevention & Awareness, Financial Aid Night, School speakers or assemblies related to bullying, social media, drug and alcohol prevention, Lead student assistance Program</p>	<p>Personal/Social</p> <p>Coordinate meetings with parents, students and in house counselors and outside agencies</p>	<p>Personal/Social</p> <p>Consult with local/community agencies & volunteers</p>

	(SAP), Reinforce Bullying Prevention and Positive Behavior Plan (the Sailor Code), Make referrals to school-based BHC or other agencies		
Percentage of Time	Percentage of Time	Percentage of Time	Percentage of Time
40%	20%	30%	10%

339.32(5) ORIENTATION TO CAREER AND TECHNICAL OPTIONS

339.32(5) ORIENTATION TO CAREER AND TECHNICAL OPTIONS

9. Does your school maintain a listing of career guidance service activities (e.g. events, tours, and interventions) organized by grade level and focused on increasing awareness among all K-12 students, parents, educators, postsecondary, businesses, and community agency stakeholders?

Yes

Upload CTE career guidance services activities and opportunities documents (5 pages maximum).

Elementary Career Guidance Service
Activities.docx.pdf

Grades 6-8 Career Guidance Service
Activities.pdf

9-12 Grade Career Guidance Service
Activities.pdf

Career Guidance Service Activities

Grade 3 Curriculum Action Plan

Lesson/Program Content	ASCA/CEW Domain	Curriculum and Materials	Students Affected	Start and end date	Evaluation and Assessments	Stakeholder	Contact Person
Ongoing through-out school year	13.1.3,13.2.3, 13.3.3,13.4.3	Career books, videos, work sheets.	3 rd Grade	Throughout the school year	Questions and answer sheets, Classroom discussions	3 rd Grade teachers	School Counselor
Second Step Lessons	13.2.5,13.3.5	Presentations, videos, and activities	3 rd grade	Every week	Questions and class discussions	Classroom Teachers and Parents	School Counselor

Grade 4 Curriculum Action Plan

Lesson/Program Content	ASCA/CEW Domain	Curriculum Materials	Start and end date	Students Affected	Evaluation and Assessments	Stakeholder	Contact Person
Second Step Guidance Lessons	13.2.5,13.3.5	Presentations, videos, discussions, papers	Every week throughout school year	4 th grade	Class discussions and activities	School Counselor and Classroom Teachers and Parents	School Counselor
Entrepreneurship Activity	13.1.5,13.2.5, 13.3.5,13.4.5	Videos, Paper and materials	October/November	4 th grade	Project for Artifact	4 th grade and Specials Teachers	School Counselor

Grade 5 Curriculum Action Plan

Lesson/Program Content	ASCA/CEW Domain	Curriculum Materials	Start and end date	Students Affected	Evaluation and Assessments	Stakeholder	Contact Person
Introduction to careers	13.1.5	Slides, lectures, websites mynextmove pacareerzone	Every week throughout school year	5 th grade	Activities, groups, discussions, papers	School Counselor and Classroom Teachers and Parents	School Counselor
Career presenters	13.1.5,13.2.5 13.3.5,13.4.5	Promethian board	Throughout school year	5 th grade	Reflection writing	School Counselor, community members	School Counselor
Career Research Report	13.1.5,13.2.5, 13.3.5,13.4.5	Websites (mynextmove, pacareerzone) chromebooks, papers, google docs	December/ January	5 th grade	Paper report and presentation	Classroom Teacher and school Counselor	School Counselor
Second Step guidance lessons	13.2.5,13.3.5	Presentations, videos, discussions, papers	Every week throughout school year	5 th grade	Class discussions and activities	School Counselor	School Counselor

Grades 6-8 Career Guidance Service Activities

Grade 6

Lesson Content/ Program Content	ASCA Domain and or CEW Domain	Curriculum and Materials	Start and End Date	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact person
Step-Up Day	PS.C1.6 A.A1.1 A.C1.2 PS.A1.4 13.1.8A 13.3.5A	Welcome video, laptop, projector, tour guides(8th grade students)	May-May	54(all incoming 6th graders)	Middle School	Student, Parent and teacher feedback	Students, parents, teachers, community members	Alicia Sciaretta
New Student Orientation	PS.C1.6 A.A1.1 A.C1.2 PS.A1.4 13.1.8A	New Student Welcome Bags, Promethean Board, powerpoint	August-August and through out school year	All new students	Middle School	Student and parents	Students, parents, community members	Alicia Sciaretta
Red Ribbon Week	PS.C1.4 PS.C1.7 PS.C1.8 PS.C1.9	Speakers, presentation, videos,	October - October	All 6th Grade Students	Middle School	Students, teachers and parents	Students, parents, educators and community members	Alicia Sciaretta

Grade 7

Lesson Content/ Program Content	ASCA Domain and or CEW Domain	Curriculum and Materials	Start and End Date	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact person
New Student Orientation	PS.C1.6 A.A1.1 A.C1.2 PS.A1.4 13.1.8A	New Student Welcome Bags, Promethean Board, powerpoint	August - August and through out school year	All New Students	Middle School	Student and parent feedback	Students, parents, community members	Alicia Sciaretta
Red Ribbon Week	PS.C1.4 PS.C1.7 PS.C1.8 PS.C1.9	Speakers, Presentations, videos	October - October	All 7th Grade Students	Middle School	Student and parent feedback	Students, parents, educators and community members	Alicia Sciaretta

Grade 8

Lesson Content/ Program Content	ASCA Domain and or CEW Domain	Curriculum and Materials	Start and End Date	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact person
New Student Orientation	PS.C1.6 A.A1.1 A.C1.2 PS.A1.4 13.1.8A	New Student Welcome Bags, Promethean Board, powerpoint	August 2022- August 2022 and throughout school year	All New Students	Middle School	Student and parent feedback	Students, parents, community members	Alicia Sciarretta
Red Ribbon Week	PS.C1.4 PS.C1.7 PS.C1.8 PS.C1.9	Speakers, Presentations, videos	October 2022- October 22	All 7th Grade Students	Middle School	Student and parent feedback	Students, parents, educators and community members	Alicia Sciarretta
Mercer County Career Virtual Visit (In person visit prior to 2020)	A.B2.7 C.B1.B1 C.B2.1	Promethean Board, Mercer County Career Center Virtual Video, student chromebooks, google form	Four times per year	All 8th Grade Students	Middle School- MCCC prior to 2020	Student google form completion	Students, MCCC, educators	Alicia Sciarretta
8th Grade Career Exploration Classes	A.B2.7 A.C1.6 C.A1.1 C.A1.2 C.A1.3 C.A1.4 C.B1.4 C.B1.5 C.B1.6 C.B2.1 C.C2.2 C.C2.3 13.1.8A 13.1.8G 13.2.8B 13.3.8D 13.4.8B 13.4.8C	Guidance Curriculum, promethean board, google drive, good forms, google classroom, PA Career Zone website, OOH website, education planner website, videos, various other websites	Each day	All 8th Grade Students	Middle School	Student Google form completion	Students, parents, educators, MCCC, community	Alicia Sciarretta

9th Grade Career Guidance Service Activities

Lesson Content/ Program Content	ASCA Domain and or CEW Domain	Curriculum and Materials	Start and End Date	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact person
Freshman orientation	CEW: 13.1.11.E1 3.1.11.G	Faculty and staff	Aug 2022 Aug 2022	Incoming Freshman	High School	Summarizing and strategies	Parents, Students, Educators	Mr. Morris Mrs. Sciarretta
Career Center Tour	CEW- 13.1.3.G, 13.1.11.H	Visual aids, hands on exposure, Career Center Faculty	November 2021	Freshman	MCCC	Program use, referrals, summarizing	Parents, Students, Educators	Mr. Morris
Mock Interviews/ Resume Building	CEW13.1.11.G, 13.2A.11 13.1.11.G, 13.2.C. 13.2.11.D	Career Portfolio	All year 9 week rotation	Freshman	Career's class	Completed Graduation Portfolio	Parents, Students, Educators	Mr. Morris

10th grade Career Guidance Service Activities

MCCC Presentations	CEW13.1.1 1.A, 13.11.B	Visual Aids, hands on learning	Oct/ Nov	All 10th Graders	MCCC	Attendance/ summarizing	Student Parents, Educators MCCC	Ms. Keri Overfield Mr. Morris
Business & Industry Fair	CEW13.1.3.G, 13.1.11.H	Variety of brochures and booths	Spring	All 10th grade	Mercer County	Summarizing	Students Parents, Educators	Paula McMillen, School to work
MCCC Presentations	CEW 13.1,11 A 13.1.11 B	Powerpoint Hand outs	Dec/ Jan	All 10th grade	High School	Attendance/ summarizing	Student Parents, Educators MCCC	Collen Gubba MCCC
ASVAB's	CEW 13.1.11 A,B	Assessment	Sept	All 10th grade	High School	Attendance/ interpretation	Student Parents, Educators	ASVAB test coordinator, Mr. Morris

11th grade Career Guidance Service Activities

PSAT Interpretation	CEW 13.1.11E	College board data Sheet	October	All 11th grade	High School	Score Reporting Data	Student Parents, Educators	Mr. Morris
Colleges Visits	CEW 13.1.11.A 13.1.11.B	Informational materials, college apps	Year round	All juniors looking for post-	High School	College acceptance	Student Parents, Educators	Mr. Morris College Reps

	13.1.11.F 13.1.11.H			secondary opportunities				
Resume building	CEW 13.1.11.G 13.2.C.11 13.2.11.D	Graduation portfolio	Year Round	All Juniors	High School	Completed Graduation Portfolios	Student Parents, Educators	Mr. Morris Mrs. Baun
Attending College Fair	CEW 13.1.3.G, 13.1.11.H	Informational materials, college apps	October	All Juniors looking for post- secondary opportunities	Thiel College	College Acceptance	Student Parents, Educators	Mr. Morris
Financial Aid Nights	CEW13.1 .11.F	PowerPoint Handouts	Oct/Nov	All seniors looking for post- secondary opportunities	High School	College acceptance	Parents, Students Educators PHEAA	Mr. Morris Mrs. Amy Sloan

12th grade Career Guidance Service Activities

SAT Interpretation	CEW 13.1.11 E	College board score reporting	Year Round	All seniors looking for post- secondary opportunities	High School	College Board assessment information	Parents, Students Educators	Mr. Morris
College Visits	CEW 13.1.11.A 13.1.11.B 13.1.11.F 13.1.11H	Informational materials, college apps	Year round	All seniors looking for post- secondary opportunities	High School	College Acceptance	Parents, Students Educators	Mr. Morris, college Reps
Financial Aid Nights	CEW13. 1.11.F	PowerPoint Handouts	Oct/Nov	All seniors looking for post- secondary opportunities	High School	College acceptance	Parents, Students Educators PHEAA	Mr. Morris Mrs. Amy Sloan
Attending College Fair	CEW 13.1.3.G, 13.1.11. H	Informational materials, college apps	October	All Seniors looking for post- secondary opportunities	Thiel College	College Acceptance	Student Parents, Educators	Mr. Morris
Senior Class meetings	CEW 13.1.11.F 13.1.11G	Power Point, Informational documents pertaining to graduation	Year Round	All Seniors looking for post- secondary opportunities	High School	Graduation, completed Graduation portfolios	Student Parents, Educators	Mr. Morris

339.32(6) PLACEMENT AND TRANSITION SERVICES

339.32(6) PLACEMENT AND TRANSITION SERVICES

10. Does your school provide career guidance services to all students that include provisions for the placement and transition from school to postsecondary work/college/military?

Yes

Upload career placement and transition services document (3 pages maximum).

Copy of Career and Technical Options.pdf

Orientation to Career and Technical Options

Grade	Intervention, Program, Event	Start/End Date	# of Students & Educators	Location	Stakeholders involved	Contact person	Indicator
3-5	Stem curriculum, Career lessons and Career Fair	Sept-May	194	Oakview	Students Teachers Community Members	Lorraine Rutter	Introduction to careers and technology
6-8	Students in grade 8 receive either a tour or virtual tour of the Mercer County Career Center	Once each nine weeks (4 x's per year)	72	Middle School or MCCC	Students, teachers, MCCC, community	Alicia Sciaretta	Introduction to programs available
6-8	Career Exploration and Career Readiness Lessons	All year	72	Middle School	Students, teachers, community	Alicia Sciaretta	Introduction to careers and technology
9	Students and available staff attend presentation to learn about programs at MCCC	Feb/ March	70	High School	Student Educators	Mr. Morris	Introduction to programs available at MCCC
10	Students and available staff visit MCCC to view programs of interest. Parents sign permission form	Nov.	85	MCCC	Students Educators Parents	Mr. Morris Ms. Overfield	Introduction to program of interest
10	Students and available staff attend presentation to learn about programs at MCCC	January	85	High School	Students Educators	Mr. Morris Mrs. Gubba	Introduction to programs available at MCCC
10	Students and available staff attend scheduling presentations to select courses and MCCC programs for next year. Parent sign off on program selection sheet	February	85	High School	Students Educators Parents	Mr. Morris	Selection of courses and available MCCC programs
11	Students attend select course programs at MCCC, provided with job shadow opportunities in the community. Parents can attend open house at MCCC and home school	All school year	30-35	MCCC High School	Students Educators Parents	Mr. Morris Ms. Overfield	Attendance and passing grades in selected program
11-12	Various military organizations setup displays during lunch	All school year	5-10	High school	Students Educators Parents	Mr. Morris Military reps	Information disseminated to interested

	times, meet with interested students and parents to discuss military opportunities						students
12	Students attend select course programs at MCCC, Collaborate with parents and local business for potential future job placement	All school year	15-20	MCCC	Students Educators Parents	Mr. Morris Ms. Overfield	Successful completion of MCCC program and connects with potential employers
K-12	All school counselors can participate in the MCCC annual counselor meeting.	February	3	MCCC	Educators	Ms. Overfield	Updates on programs offered and turn in student applications

339.32(7) CONSULTATION WITH TEACHERS AND ADMINISTRATORS

339.32(7) CONSULTATION WITH TEACHERS AND ADMINISTRATORS

11. Does your school maintain a four-tier delivery system template that includes career guidance curriculum, prevention and intervention, student planning, and support?

The template should show direct (face-to-face) and indirect (independent research) career guidance services organized by grade level as evidence that all students receive formal and informal career consultation with teachers and administrators.

Yes

Upload 4-tier delivery system document (13 pages maximum).

Elementary School Consultation with
Teachers and Administrators-Four-Tier
Delivery System.docx.pdf

Middle School Consultation with Teachers
and Administrators-Four-Tier Delivery
System.docx.pdf

High School Consultation with Teachers and
Administrators-Four-Tier Delivery
System.pdf

Elementary School Consultation with Teachers and Administrators-Four-Tier Delivery System

Domain/Item	Curriculum tier 1	Responsive tier 2	Student Planning	System Support
Academic:				
504 Meetings and updates	x		x	
Meetings with new students			x	
New student enrollments			x	
Consults with teachers	x	x		
Solutions Team meetings	x		x	x
Parent teacher conferences			x	x
Consults and Solutions Referrals	x			
504 Plans			x	
PLC Planning				x
Assisting Students in School Work		x	x	
Ongoing student academic guidance			x	
Student Meetings			x	
Parent/student meetings				x
PBIS Assembly	x			
School Assemblies	x			
Classroom Presentations	x			x
IEP Meetings			x	
Prevention Planning		x		
Intervention/Consults with Agencies		x		x
SAC for PSSA Testing	x			
PSSA testing Administration	x			
Organizing 5 th grade step up day	x			
Working on Classroom lists	x			
Career:				
5 th Grade Career Classes (Lessons, activities & presentations)	x			
Fire Safety week (K-2)	x			
Grade 2 (all about me)		x		
Grade 1 (career day book)		x		
Grade 3 (incredible me)		x		
Grade 4 (entrepreneur project)		x		
SEL crossover topics	x			
Career Fair	x			
Social Emotional				x
Agency consult, releases, and collaborating	x			
Working on lists for groups and services	x			
Organize Red Ribbon Week	x			
Reinforce PBIS expectations	x			
Organize guidance calendar/schedule		x		
SEL Second Step Lesson's with K-5 weekly		x		
Learning skills, empathy, problem solving		x		
Peer Mediation			x	
Individual Counseling			x	
Group Counseling		x		

Small groups and lunch bunch groups		x		
Crisis prevention and intervention		x		
Peer mentoring		x		
Classroom assistance and reading	x			
Classroom guidance lessons	x			

Middle School Consultation with Teachers and Administrators-Four-Tier Delivery System

Domain/Item	Curriculum Tier 1	Responsive Tier 2	Student Planning Tier 3	System Support Tier 4
Academic:				
504 Meetings and updates			x	x
Meetings with new students			x	
New student enrollments			x	
Consults with teachers	x			x
SAP Team meetings	x			x
SAP preparation and follow up	x	x	x	x
Incoming 6th grader step up day	x	x		x
PLC Department meetings	x			x
New Student Orientation	x		x	x
Grades	x		x	x
Student individual academic meetings	x		x	
Parent/student meetings	x		x	x
PBIS Assembly	x			
School Assemblies	x			x
Classroom Presentations		x	x	x
IEP Meetings			x	x
Career Center Virtual Tour		x	x	
Consults with outside Agencies		x	x	x
School Assessment Coordinator for PSSA Testing	x	x		x
PSSA Testing	x	x		x
Assist in creating academic intervention groups	x	x		x
Scheduling	x		x	x
Potential Failing Grades		x	x	x
Parent/Teacher Conferences			x	x
Portfolio Coordinator	x	x	x	x
LEAD cyber services		x	x	x
Career:				
6th Grade Invention Convention		x	x	x
6-8 SEL Lessons	x	x	x	x
8th Grade Career Exploration Class				
Group Product Assignment		x	x	
Entrepreneur Research Paper		x	x	
Group Shark Tank Project		x	x	
Career Clusters Activity		x	x	
PA Career Zone Self Assessments(interests, skills and work importance)		x	x	
Holland Codes/My Holland Code		x	x	
Real Life Budgeting Challenge(parts 1,2 and 3)		x	x	
My Career Plan		x	x	
My Holland Code Personality Type Presentation		x	x	
Career Center Form		x	x	

Personal/Social:				
Consultation and collaboration with outside agencies	x		x	x
Red Ribbon Week	x	x	x	x
PBIS Team	x	x	x	x
Reinforce PBIS expectations	x	x	x	x
Organize guidance calendar/schedule		x		
Weekly SEL Second Steps Lessons with 6-8	x	x	x	x
Student Assistance Program Team Leader	x		x	x
Student Assistance Program Preparation and Follow-Up	x	x	x	x
Peer Mediation			x	
Individual Counseling			x	
Group Counseling		x		
Crisis prevention and intervention		x		
Peer mentoring		x		
Classroom guidance lessons		x		
Parent, teacher, staff collaboration			x	x
Crisis intervention assistance		x	x	x
In house counselor/therapist meetings			x	x
BIMAS II Self Assessment	x	x	x	x
Student Support Meetings			x	x
Assist in creating intervention groups/SEL	x	x		x

High School Consultation with Teachers and Administrators-Four-Tier Delivery System

Domain/Item	Curriculum Tier 1	Responsive Tier 2	Student Planning Tier 3	System Support Tier 4
Academic:				
504 Meetings and updates			x	x
Meetings with new students			x	
New student enrollments			x	
Consults with teachers				x
SAP Team meetings				x
Parent teacher conferences			x	x
Scheduling presentations	x	x	x	x
PLC Department meetings				x
Assisting Students with College/ trade applications			x	
Transcript reviews			x	x
Student individual academic meetings			x	
Parent/student meetings			x	x
PBIS Assembly	x			
School Assemblies	x			x
Classroom Presentations		x	x	x
IEP Meetings			x	
Thiel College & Career Fair		x	x	
Consults with outside Agencies		x	x	x
Keystone, PSAT, ASVAB Testing		x		x
Financial Aid Night		x	x	
MCCC Presentations		x	x	
MCCC Visits		x	x	x
AP testing coordinator		x	x	x
Community Foundation & other Scholarship programs		x	x	x
Portfolio Coordinator	x	x	x	x
LEAD cyber services		x	x	x
BIMAS-2 Survey	x	x	x	x
Career:				
9th Grade Career Classes				
Interest Inventories		x	x	
Work Permits and applications		x	x	
Career PowerPoint Presentations		x	x	
Budgeting		x	x	
Resume & Cover Letters		x	x	
Interviews		x	x	
Entrepreneurship Research		x	x	
Scheduling presentations	x		x	x
MCCC presentations		x	x	
10th Grade				
Scheduling presentations	x		x	x
ASVAB testing	x	x	x	
Resume Building		x	x	
MCCC Visits		x	x	x
Senior Portfolio Introduction (job shadowing)	x	x	x	x

11th Grade				
Scheduling presentations	x		x	x
PSAT testing	x	x	x	x
Resume Building		x	x	
Senior Portfolio (job shadowing)	x	x	x	x
College, Military Presentations		x	x	
College/ trade school Applications			x	
Financial Aid Night		x	x	
Thiel College & Career Fair		x	x	
Individual Career Counseling			x	
12th Grade				
Resume Building		x	x	
Senior Portfolio Presentations	x	x	x	x
College, Military Presentations		x	x	
College/ trade school Applications			x	
Financial Aid Night		x	x	
Thiel College & Career Fair		x	x	
Individual Career Counseling			x	
Personal/Social:				
Individual Counseling			x	
SAP Meetings		x	x	x
Consuls with outside agencies			x	
Meetings with in-house counselors			x	x
BIMAS-2 survey	x	x	x	x
Student Support meetings			x	x
Crisis Intervention assistance			x	x
Community Service Project		x	x	x

339.32(8) AND (9) STAKEHOLDER INVOLVEMENT

339.32(8) AND (9) STAKERHOLDER INVOLVEMENT

12. Does your school maintain a career guidance service action planning chart or document that shows how each stakeholder group (students, parents, educators, postsecondary, businesses, community agencies) benefits from and/or assists with the delivery of guidance services?

Yes

a. Students

The students at the Lakeview School District will complete a curriculum that will help prepare them to make well-informed decisions in the areas of academics, careers and personal/social development. During the program, students will research and develop goals related to their interests and abilities to help identify ways to actively become well-rounded and positively contributing members of society.

b. Parents

Through the school guidance and counseling plan, the Lakeview School District will provide tools, information and resources allowing parents to be active contributors to their child's decision making related to academic, career and personal social development. Parents contribute to the program by participating in and encouraging positive decision making with their child. They can also be active stakeholders by attending, volunteering and or leading district planned events.

c. Postsecondary

Post-secondary representatives will serve on the advisory council and help guide the program in preparing our students for success at their post-secondary institution. Post-secondary representatives may assist by providing services such as classroom presentations, opportunities for students to meet with departments at the university level and meaningful conversations between college students and high school students.

d. Educators

Educators will be made aware of the mission and goals through professional development. They will be provided resources and tools to successfully deliver the curriculum. Teachers, administrators, and school board members will be asked to promote the beliefs and mission of the school guidance and counseling program. Educators will accomplish this through classroom instruction, parent meetings, students and community members as well as attending and participating in guidance developed events.

e. Businesses

The business community will benefit by having access to future employees who have the skills needed in the workforce and an understanding of job related responsibilities. These entrepreneurial minded employees will gather information and problem solve to benefit and further advance the business. Local businesses can contribute by providing opportunities for students to job shadow, hold internships and participate in co-op experiences.

f. Community Agencies

Community agencies benefit in various ways that tie in with both personal/social and career domains. Lakeview students attend the Mercer County Career Center thus promoting the programs, while preparing young people for the future. Furthermore, through the SAP program students are referred for various services as needed. This has allowed us as a district to build positive and trustworthy relationships with various agencies throughout and around Mercer County.

13. Does your school conduct at least one career guidance services stakeholder group meeting per year and maintain minutes that show discussion of career and postsecondary planning, and career curriculum and assessment, along with details on how the discussion leads to action steps and solutions that enhance career guidance services?

The minutes should include a listing of all members of the stakeholder group with their name, job title, affiliation, and whether present or absent at the meeting. Agenda, minutes, and action plan should be available during Perkins and APE/339 compliance reviews.

Yes

339.32(10) FOLLOW-UP STUDIES

339.32(10) FOLLOW-UP STUDIES

14. Does your school conduct follow-up studies to determine the effectiveness of your career guidance services curriculum that includes study results and how the information collected is utilized to improve career guidance services?

The follow-up study should be available during Perkins and APE/339 compliance reviews.

Yes

SIGNATURES AND ASSURANCES

ASSURANCE OF QUALITY AND ACCOUNTABILITY

☐ As Lead Counselor, I affirm the responses to this school's K-12 Guidance Plan meet compliance with Title 22 Chapter 339.31-32 Career and Technical Education Standards and are accurate to the best of my knowledge.

Lead Counselor

Date

CHIEF SCHOOL ADMINISTRATOR

☐ As Chief School Administrator, I affirm the responses to this school's K-12 Guidance Plan meet compliance with Title 22 Chapter 339.31-32 Career and Technical Education Standards and are accurate to the best of my knowledge.

Chief School Administrator

Date