



**RUTHERFORD B. HAYES HIGH SCHOOL**  
**COMPREHENSIVE SCHOOL COUNSELING**  
**PROGRAM PLAN**  
**GRADES 9 – 12**

# Mission Statement

The Delaware City Schools will promote a culture of excellence that engages and empowers students and staff to embrace the challenges of our global society. We will build on our traditions, respect our diversity and partner for a strong community.

The mission of the School Counseling Program of Rutherford B. Hayes High School is to provide a comprehensive, developmental counseling program that empowers students to embrace the challenges of our global society. Through an aggressive partnership with students, family, school and community, we will foster the growth of every student's academic, career, personal and social development, while respecting diversity and encouraging future success.

# Philosophy & Beliefs

Rutherford B. Hayes High School adheres to the philosophy that the school counseling program is an essential and integral part of student education. Given the proper support, we believe that all students can learn and achieve at high levels, both academically and social emotionally, that prepare them for adulthood and their future career aspirations.

The school counselors at Rutherford B. Hayes High School believe:

- Every student is valued and is treated with dignity and respect.
- All students have access to high quality school counseling services, provided by a full-time licensed, professional school counselor.
- All students' ethnic, cultural, racial, and socioeconomic differences and special needs are considered in the planning and implementation of the school counseling program.
- All students can expect that school is a safe and nurturing environment.

The Rutherford B. Hayes High School Comprehensive School Counseling Program:

- Is an integral part of the total educational process of the Delaware City School.
- Is preventative and proactive.
- Is planned, coordinated, managed, and evaluated by the school counselors.
- Is available to all students to assist them with personal/social, academic, and college and career counseling needs.
- Stimulates student learning.
- Encourages supportive, positive parental involvement in the schools.
- Helps build a positive school environment by encouraging collaboration among counselors, teachers, administrators, parents, and the community to further student achievement.
- Is continuously refined and improved through systematic review and evaluation of student performance data.

All counselors at Rutherford B. Hayes High School:

- Are guided by the American School Counseling Association Ethical Standards for School Counselors and the Counseling Principles of Good Practice of the National Association of College Admission Counseling.
- Engage in scholarly professional development activities.
- Work as an advocate for all students.

# Role of the School Counselor

School counselors are educators with at least a master's degree who work collaboratively with parents, students, teachers, administrators, and community members and agencies to support and advocate for students in their academic, personal/social, and college and career development. They provide services to students through direct and indirect services, including classroom guidance lessons, individual student planning and counseling, group counseling, and responsive services. Since school counselors' roles have evolved to serve the whole student, the term "guidance counselor" no longer adequately describes the work that they do. The title "school counselor" better describes the work of a school counselor and is the preferred title.

School counselors will provide students and families with the following services: Responsive Services, Individual Student Planning, School Counseling Curriculum, and System Support. Each of these services is described in further detail below.

## Responsive Services

- **Consultation:** School counselors consult with parents, colleagues, and community agencies regarding strategies to help students and families. School counselors serve as student advocates.
- **Individual and Small-group Counseling:** Counseling is provided in a small group or on an individual basis for students expressing difficulties dealing with relationships, personal concerns, or normal developmental tasks.
- **Crisis Counseling:** Counseling, comfort, and support are provided to students and families facing traumatic situations. School-based crisis response is offered onsite and is timely in nature.
- **Referrals:** School counselors use referral sources to address concerns such as suicidal ideation, violence, abuse, depression, anxiety, and family difficulties.

- **Peer Facilitation:** Many school counselors train students as peer mediators, conflict managers, tutors, and mentors.
- **Strategic Interventions:** School counselors customize educational experiences in order to enhance capabilities and support positive choices. □

### **Individual Student Planning**

- **Individual or Small-group Appraisal:** School counselors work with students and their families analyzing and evaluating students' abilities, interests, skills, achievement, and behaviors. Test information and other data are often used as the basis for helping students develop immediate and long-range plans.
- **Individual or Small-group Advisement:** School counselors advise students and their families using personal/social, educational, career, and labor market information in planning personal, educational, and occupational goals and monitor their progress towards those goals.

### **School Counseling Curriculum**

- **Classroom Instruction:** School counselors instruct, cooperatively-teach, and provide assistance in teaching the school counseling curriculum.
- **Interdisciplinary Curriculum Development:** School counselors participate on interdisciplinary teams to develop and to refine curriculum in content areas.
- **Group Activities:** School counselors conduct planned small groups outside the classroom to respond to students' identified needs or interests.
- **Parent Workshops and Instruction:** School counselors conduct workshops and informational sessions for parents or guardians to address the needs of the school community and to implement the school counseling curriculum.

## **System Support**

- **Professional Development:** School counselors are involved regularly in updating and sharing their professional knowledge and skills.
- **Collaboration and Teaming:** Through consultation, partnering, collaborating and teaming, school counselors make important educational and psychological contributions to the school system.
- **Program Management and Operations:** This includes planning and management tasks needed to support activities conducted in the school counseling program.
- **Data Analysis:** School counselors analyze student achievement and counseling program-related data to evaluate the counseling program, to conduct research on activity outcomes, and to discover gaps that exist among different groups of students that need to be addressed.

# School Counseling Domains

The Rutherford B. Hayes High School Counseling Department follows the American School Counselor Association (ASCA) Mindsets & Behaviors model, which is organized in three broad domains: academic, career and social/emotional development. These domains promote mindsets and behaviors that enhance the learning process and create a culture of college and career readiness for all students. The ASCA definitions of each domain are as follows:

**Academic Development:** Standards guiding school counseling programs to implement strategies and activities to support and maximize each student's ability to learn.

**Social/Emotional Development:** Standards guiding school counseling programs to help students 1) understand the connection between school and the world of work and 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the life span.

**College & Career Development:** Standards guiding school counseling programs to help students manage emotions and learn and apply interpersonal skills.



# The ASCA Mindsets & Behaviors for Student Success: K-12 College- and Career-Readiness Standards for Every Student

*Each of the following standards can be applied to the academic, career and social/emotional domains.*

## Category 1: Mindset Standards

School counselors encourage the following mindsets for all students.

- M 1.** Belief in development of whole self, including a healthy balance of mental, social/emotional and physical well-being
- M 2.** Self-confidence in ability to succeed
- M 3.** Sense of belonging in the school environment
- M 4.** Understanding that postsecondary education and life-long learning are necessary for long-term career success
- M 5.** Belief in using abilities to their fullest to achieve high-quality results and outcomes
- M 6.** Positive attitude toward work and learning

## Category 2: Behavior Standards

Students will demonstrate the following standards through classroom lessons, activities and/or individual/small-group counseling.

Learning Strategies		Self-Management Skills		Social Skills	
<b>B-LS 1.</b>	Demonstrate critical-thinking skills to make informed decisions	<b>B-SMS 1.</b>	Demonstrate ability to assume responsibility	<b>B-SS 1.</b>	Use effective oral and written communication skills and listening skills
<b>B-LS 2.</b>	Demonstrate creativity	<b>B-SMS 2.</b>	Demonstrate self-discipline and self-control	<b>B-SS 2.</b>	Create positive and supportive relationships with other students
<b>B-LS 3.</b>	Use time-management, organizational and study skills	<b>B-SMS 3.</b>	Demonstrate ability to work independently	<b>B-SS 3.</b>	Create relationships with adults that support success
<b>B-LS 4.</b>	Apply self-motivation and self-direction to learning	<b>B-SMS 4.</b>	Demonstrate ability to delay immediate gratification for long-term rewards	<b>B-SS 4.</b>	Demonstrate empathy
<b>B-LS 5.</b>	Apply media and technology skills	<b>B-SMS 5.</b>	Demonstrate perseverance to achieve long- and short-term goals	<b>B-SS 5.</b>	Demonstrate ethical decision-making and social responsibility
<b>B-LS 6.</b>	Set high standards of quality	<b>B-SMS 6.</b>	Demonstrate ability to overcome barriers to learning	<b>B-SS 6.</b>	Use effective collaboration and cooperation skills
<b>B-LS 7.</b>	Identify long- and short-term academic, career and social/emotional goals	<b>B-SMS 7.</b>	Demonstrate effective coping skills when faced with a problem	<b>B-SS 7.</b>	Use leadership and teamwork skills to work effectively in diverse teams
<b>B-LS 8.</b>	Actively engage in challenging coursework	<b>B-SMS 8.</b>	Demonstrate the ability to balance school, home and community activities	<b>B-SS 8.</b>	Demonstrate advocacy skills and ability to assert self, when necessary
<b>B-LS 9.</b>	Gather evidence and consider multiple perspectives to make informed decisions	<b>B-SMS 9.</b>	Demonstrate personal safety skills	<b>B-SS 9.</b>	Demonstrate social maturity and behaviors appropriate to the situation and environment
<b>B-LS 10.</b>	Participate in enrichment and extracurricular activities	<b>B-SMS 10.</b>	Demonstrate ability to manage transitions and ability to adapt to changing situations and responsibilities		

# 9<sup>th</sup> Grade School Counseling Curriculum

DOMAIN			
MONTH	Academic	Social/Emotional	Career & College
<b>July</b>	<ul style="list-style-type: none"> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>		
<b>August</b>	<ul style="list-style-type: none"> <li>• Schedule Pick-Up</li> <li>• Freshmen Orientation</li> <li>• 504 Plan Review Meetings</li> <li>• Beginning of the Year 9<sup>th</sup> Grade Meeting</li> <li>• Global Scholars Initial Meeting</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• Freshmen Orientation</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Reviews</li> <li>• Beginning of the Year 9<sup>th</sup> Grade Meeting</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Reviews</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q1 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>

		<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	
<b>November</b>	<ul style="list-style-type: none"> <li>• PSAT 8/9 Testing</li> <li>• Global Scholars</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	
<b>December</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	
<b>January</b>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• DACC Visits to CBI 10 and Engineering</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q2 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 504 Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• DACC Visits to CBI 10 and Engineering</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Individual Student Scheduling Meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	
<b>March</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q3 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• College Information Night for Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>	<ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small</li> </ul>	<ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student</li> </ul>

	<ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> <li>• Resolve Scheduling Conflicts</li> </ul>	<p>Group Lesson based on Needs Assessment</p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>	<p>Transition to High School Programming</p>
<p><b>June</b></p>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• OST Summer Testing</li> <li>• Summer School Failure Letters</li> <li>• 10<sup>th</sup> Grade Transition Planning with 10 -12 Counselors</li> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> Grade Transition Planning with 10 -12 Counselors</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>

# 10<sup>th</sup> Grade School Counseling Curriculum

DOMAIN			
MONTH	Academic	Social/Emotional	Career & College
<b>July</b>	<ul style="list-style-type: none"> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>		
<b>August</b>	<ul style="list-style-type: none"> <li>• Schedule Pick-Up</li> <li>• New Student Orientation</li> <li>• Sophomore Class Meeting</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• Sophomore Class Meeting</li> <li>• 504 Plan Reviews</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Reviews</li> <li>• College/Military Representative Visits</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q1 Failure Letters</li> <li>• PSAT Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• DACC Lab Presentation</li> <li>• 504 Plan Quarterly Reports</li> <li>• PSAT Testing</li> <li>• College/Military Representative Visits</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Global Scholars</li> </ul>		<ul style="list-style-type: none"> <li>• DACC Visit</li> </ul>

	<ul style="list-style-type: none"> <li>• DACC Visit</li> </ul>		
<b>December</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		
<b>January</b>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q2 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Individual Student Scheduling Meetings</li> </ul>		
<b>March</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q3 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• College Information Night for Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		
<b>May</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• AP Testing</li> <li>• Resolve Scheduling Conflicts</li> </ul>		
<b>June</b>	<ul style="list-style-type: none"> <li>• OST Summer Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Summer School Failure Letters</li> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>



# 11<sup>th</sup> Grade School Counseling Curriculum

DOMAIN			
MONTH	Academic	Social/Emotional	Career & College
<b>July</b>	<ul style="list-style-type: none"> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>		
<b>August</b>	<ul style="list-style-type: none"> <li>• Schedule Pick-Up</li> <li>• New Student Orientation</li> <li>• Junior Class Meeting</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• Junior Class Meeting</li> <li>• 504 Plan Reviews</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• Kiwanis College Fair</li> <li>• 504 Plan Reviews</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q1 Failure Letters</li> <li>• PSAT Testing</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• PSAT Testing</li> <li>• College/Military Representative Visits</li> </ul>
<b>November</b>			<ul style="list-style-type: none"> <li>• Naviance Training for</li> </ul>



			<b>College and Career Research</b> <ul style="list-style-type: none"> <li>• ACT/SAT Information</li> <li>• ASVAB Testing</li> <li>• College/Military Representative Visits</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		<ul style="list-style-type: none"> <li>• Naviance Training for College and Career Research</li> <li>• ACT/SAT Information</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q2 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings</li> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Individual Student Scheduling Meetings</li> <li>• ACT Testing</li> </ul>		<ul style="list-style-type: none"> <li>• ACT Testing</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q3 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• College Information Night for Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		<ul style="list-style-type: none"> <li>• Buckeye Boys &amp; Girls State Attendees</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• AP Testing</li> </ul>		

	<ul style="list-style-type: none"> <li>• <b>Resolve Scheduling Conflicts</b></li> </ul>		
<p align="center"><b>June</b></p>	<ul style="list-style-type: none"> <li>• <b>OST Summer Testing</b></li> <li>• <b>Summer School Failure Letters</b></li> <li>• <b>504 Plan Quarterly Reports</b></li> <li>• <b>Credit &amp; Testing Checks</b></li> <li>• <b>Resolve Scheduling Conflicts</b></li> <li>• <b>NCAA Eligibility Center Transcript Processing</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>504 Plan Quarterly Reports</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>504 Plan Quarterly Reports</b></li> <li>• <b>NCAA Eligibility Center Transcript Processing</b></li> </ul>

# 12<sup>th</sup> Grade School Counseling Curriculum

DOMAIN			
MONTH	Academic	Social/Emotional	Career & College
July	<ul style="list-style-type: none"> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>		<ul style="list-style-type: none"> <li>• College Help Sessions</li> </ul>
August	<ul style="list-style-type: none"> <li>• Schedule Pick-Up</li> <li>• New Student Orientation</li> <li>• Senior Class Meeting</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• College Help Sessions</li> <li>• Senior Class Meeting</li> <li>• Naviance Training for College and Career Research</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>
September	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• National Merit Processing</li> <li>• Individual Meetings with DACC Seniors</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• College Help Sessions</li> <li>• College Information &amp; Financial Aid Night for Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• 504 Plan Review Meetings</li> <li>• National Merit Processing</li> <li>• Individual Meetings with DACC Seniors</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> <li>• College/Military Representative Visits</li> </ul>
October	<ul style="list-style-type: none"> <li>• Valedictorian/Salutatorian</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly</li> </ul>	<ul style="list-style-type: none"> <li>• College Help Sessions</li> </ul>

	<b>Meeting</b> <ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q1 Failure Letters</li> </ul>	<b>Reports</b>	<ul style="list-style-type: none"> <li>• Valedictorian/Salutatorian Meeting</li> <li>• 504 Plan Quarterly Reports</li> <li>• College/Military Representative Visits</li> </ul>
<b>November</b>			<ul style="list-style-type: none"> <li>• College Help Sessions</li> <li>• ASVAB Testing</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		<ul style="list-style-type: none"> <li>• College Help Sessions</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q2 Failure Letters</li> <li>• Meet with Seniors who failed 1<sup>st</sup> semester classes to offer credit recovery options</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>February</b>			
<b>March</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Q3 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• Career Passport Contest</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>		<ul style="list-style-type: none"> <li>• Career Fair</li> <li>• Scholarship Coordination</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• AP Testing</li> <li>• Graduation</li> <li>• Student Meetings with non-graduates</li> </ul>	<ul style="list-style-type: none"> <li>• Graduation</li> <li>• Student Meetings with non-graduates</li> </ul>	<ul style="list-style-type: none"> <li>• Senior Awards Night</li> <li>• Senior Exit Survey</li> <li>• Graduation</li> <li>• Student Meetings with non-graduates</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• OST Summer Testing</li> <li>• 504 Plan Quarterly Reports</li> <li>• Credit &amp; Testing Checks</li> <li>• NCAA Eligibility Center Transcript Processing</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• NCAA Eligibility Center Transcript Processing</li> </ul>

# Master 9<sup>th</sup> – 12<sup>th</sup> School Counseling Curriculum

<b>DOMAIN</b>			
<b>MONTH</b>	<b>Academic</b>	<b>Social/Emotional</b>	<b>Career &amp; College</b>
<b>July</b>	<ul style="list-style-type: none"> <li>• Credit &amp; Testing Checks</li> <li>• Resolve Scheduling Conflicts</li> </ul>		<ul style="list-style-type: none"> <li>• College Help Sessions</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>• Schedule Pick-Up</li> <li>• Freshmen Orientation</li> <li>• 504 Plan Review Meetings</li> <li>• New Student Orientation</li> <li>• Freshman, Sophomore, Junior, &amp; Senior Class Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• Freshmen Orientation</li> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• College Help Sessions</li> <li>• 504 Plan Review Meetings</li> <li>• Freshman, Sophomore, Junior, &amp; Senior Class Meetings</li> <li>• Naviance Training for College and Career Research</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> <li>• College Help Sessions</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Individual Meetings with DACC Seniors</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Review Meetings</li> <li>• Kiwanis College Fair</li> <li>• College Information &amp; Financial Aid Night for Seniors Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• National Merit Processing</li> <li>• Individual Meetings with DACC Seniors</li> </ul>

			<ul style="list-style-type: none"> <li>• Identify Students for Student Success Plans and create SMART Goals with student</li> <li>• College Help Sessions</li> <li>• College/Military Representative Visits</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• Q1 Failure Letters</li> <li>• PSAT Testing</li> <li>• Valedictorian/Salutatorian Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• DACC Lab Presentation</li> <li>• PSAT Testing</li> <li>• Valedictorian/Salutatorian Meeting</li> <li>• College Help Sessions</li> <li>• College/Military Representative Visits</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• PSAT 8/9 Testing</li> <li>• Global Scholars</li> <li>• DACC Visit</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• DACC Visit</li> <li>• Naviance Training for College and Career Research</li> <li>• ACT/SAT Information</li> <li>• ASVAB Testing</li> <li>• College Help Sessions</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Naviance Training for College and Career Research</li> <li>• ACT/SAT Information</li> <li>• College Help Sessions</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings for Grades 8 - 11</li> <li>• DACC Visits to CBI 10 and Engineering</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 504 Plan Quarterly</li> </ul>	<ul style="list-style-type: none"> <li>• Large Group Scheduling Meetings for Grades 8 - 11</li> <li>• DACC Visits to CBI 10 and Engineering</li> </ul>

	<ul style="list-style-type: none"> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Quarterly Reports</li> <li>• Q2 Failure Letters</li> <li>• Meet with Seniors who failed 1<sup>st</sup> semester classes to offer credit recovery options</li> </ul>	<b>Reports</b>	<ul style="list-style-type: none"> <li>• Parent Curriculum &amp; College Credit Plus Night</li> <li>• 504 Plan Quarterly Reports</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Individual Student Scheduling Meetings</li> <li>• ACT Testing</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• ACT Testing</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 504 Quarterly Reports</li> <li>• Q3 Failure Letters</li> </ul>	<ul style="list-style-type: none"> <li>• Signs of Suicide</li> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• College Information Night for Parents</li> <li>• NCAA Eligibility Night for Parents</li> <li>• 504 Plan Quarterly Reports</li> <li>• Career Passport Contest</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> <li>• Resolve Scheduling Conflicts</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>	<ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> <li>• Buckeye Boys &amp; Girls State Attendees</li> <li>• Career Fair</li> <li>• Scholarship Coordination</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• OST Testing</li> <li>• AP Testing</li> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/Small Group Lesson based on Needs Assessment</li> <li>• 8<sup>th</sup> Grade Student</li> </ul>	<ul style="list-style-type: none"> <li>• 8<sup>th</sup> Grade Student Transition to High School Programming</li> <li>• Senior Awards Night</li> <li>• Senior Exit Survey</li> </ul>

	<ul style="list-style-type: none"> <li>• Resolve Schedule Conflicts</li> <li>• Graduation</li> <li>• Student meetings with non-graduates</li> </ul>	<p><b>Transition to High School Programming</b></p> <ul style="list-style-type: none"> <li>• Graduation</li> <li>• Student Meetings with non-graduates</li> </ul>	<ul style="list-style-type: none"> <li>• Graduation</li> <li>• Student meetings with non-graduates</li> </ul>
<p><b>June</b></p>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• OST Summer Testing</li> <li>• Summer School Failure Letters</li> <li>• 10<sup>th</sup> Grade Transition Planning with 10 – 12 Counselors</li> <li>• Credit &amp; Testing Checks</li> <li>• NCAA Eligibility Center Transcript Processing</li> <li>• Resolve Scheduling Conflicts</li> </ul>	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> Grade Transition Planning with 10 – 12 Counselors</li> <li>• 504 Plan Quarterly Reports</li> </ul>	<ul style="list-style-type: none"> <li>• 504 Plan Quarterly Reports</li> <li>• NCAA Eligibility Center Transcript Processing</li> </ul>



# Ongoing Counseling Services

<b>DOMAIN</b>		
<b>Academic</b>	<b>Social/Emotional</b>	<b>Career &amp; College</b>
<ul style="list-style-type: none"> <li>• Individual Academic Student Counseling &amp; Planning</li> <li>• Student Success Plans</li> <li>• Student Support Team Meetings</li> <li>• 504 Plan Student Support</li> <li>• Juvenile Court Attendance Mediations</li> <li>• New Student Meetings</li> <li>• House New Student Mentoring</li> <li>• Credit &amp; Testing Checks</li> <li>• Transcript Corrections</li> <li>• PE Waivers</li> <li>• Honors Diploma Checks</li> <li>• Credit Recovery Programming</li> <li>• Student/Parent/Teacher/Administrator Consultation &amp; Collaboration</li> <li>• Scheduling &amp; Schedule Changes</li> <li>• Ohio School Counselor Accountability Report</li> <li>• Data Collection</li> </ul>	<ul style="list-style-type: none"> <li>• Personal/Social Counseling</li> <li>• House Student Mentoring</li> <li>• Student Success Plans</li> <li>• Students Support Team Meetings</li> <li>• Juvenile Court Attendance Mediations</li> <li>• 504 Plan Student Support</li> <li>• Scheduling</li> <li>• Student/Parent/Teacher/Administrator Consultation &amp; Collaboration</li> <li>• Data Collection</li> <li>• Ohio School Counselor Accountability Report</li> <li>• Central Ohio Mental Health Liaison Collaboration</li> <li>• Crisis Intervention and Management</li> <li>• IEP/ETR Meetings</li> <li>• Grief Counseling</li> <li>• Family Changes/Divorce</li> </ul>	<ul style="list-style-type: none"> <li>• Career &amp; College Counseling and Advisement</li> <li>• Student Success Plans</li> <li>• 504 Plan Student Support</li> <li>• Scheduling</li> <li>• Student/Parent/Teacher/Administrator Consultation &amp; Collaboration</li> <li>• College Applications</li> <li>• Letter of Recommendation Writing</li> <li>• College Credit Plus Applications</li> <li>• Scholarship Applications</li> <li>• DACC Applications</li> <li>• School Profile</li> <li>• Ohio School Counselor Accountability Report</li> <li>• Data Collection</li> <li>• Academic Awards/Leadership Opportunities</li> <li>• College &amp; Military Visits</li> </ul>

- **Academic Awards/Leadership Opportunities**
- **IEP/ETR Meetings**
- **Peer Tutoring**
- **Global Scholars**
- **Student Success Plans/SMART Goal Setting & Monitoring**

- **Counseling**
- **Student of the Month**
- **Student Success Plans/SMART Goal Setting & Monitoring**

- **IEP/ETR Meetings**
- **Global Scholars**
- **Student Success Plans/SMART Goal Setting & Monitoring**

# References

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